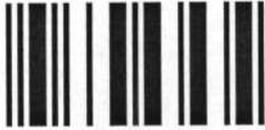


Archiv der Gossner Mission
im Evangelischen Landeskirchlichen Archiv in Berlin



Signatur

Gossner_G 1_1099

Aktenzeichen

3/45

Titel

TEEZ - Theological Education by Extension in Zambia (Theologische Aus- und Weiterbildung vor Ort)

Band

Laufzeit

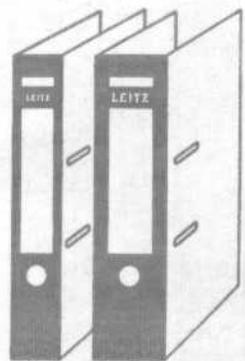
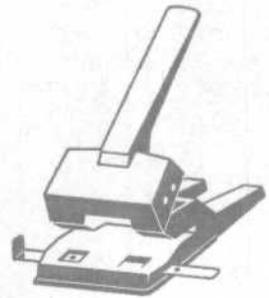
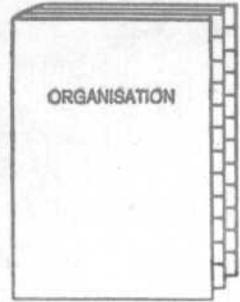
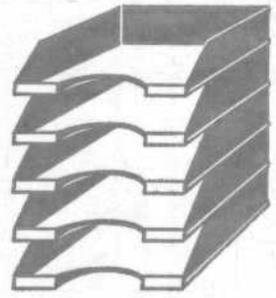
1978 - 1987

Enthält

Schriftwechsel u. Berichte betr. Theological Education by Extension in Zambia (TEEZ), theologische Ausbildung vor Ort, theologische Fernkurse u. Laienausbildung; Unterstützung durch Gossner Mission, Finanzen, Finanzhilfen, z. B. Zuschuss zum Bau eines B

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Theological
Education
by
Extension
in
Zambia



LEITZ

GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

8.4. 1988

Gossner Mission,
Dieter Hecker,
Handjerystrasse 19-20,
1000 Berlin 41,
West-Germany.



Dear Dieter,

Enclosed a letter from Mr. Halupepe.

Also enclosed a copy of a letter of TEEZ.

They remind Gossner Mission, that they were promised them a typewriter. If I remember well, they wanted an electric one with a long wagon.

I also expect again a consignment of paper from Germany. Is this also for TEEZ or for the team? The last consignment was for TEEZ.

The EEC money is usually requested through this office. The delay is that I cannot find all the figures from the third quarter. I will submit the application to EEC as soon as I come back next week.

From 11-15 April I will be on a short leave with the children, as I have written you before.

Greetings,

Seethu

If you find a typewriter, could you send it with Jaap Verwey's luggage?

GWEMBE SOUTH DEVELOPMENT PROJECT

G. S. D. P.

P.O. BOX 3, SINAZEZE / ZAMBIA

REPUBLIC OF ZAMBIA
MINISTRY OF AGRICULTURE
AND WATER DEVELOPMENT

GOSSNER MISSION
FEDERAL REPUBLIC
OF GERMANY

Gwembe South Development Project,
P.O. Box 3,
SINAZEZE.

22rd March, 1988.

The Acting Zambia Secretary,
Rev. Dieter Hecker,
Gossner Mission,
Handjerystrabe 19-20
1000 BERLIN (Friedenau)

ufs The Gossner Mission Representative
Mrs. Sietske Krisifoe,
Liason Officer,
P.O. Box 50162,
LUSAKA.
ZAMBIA

Dear Rev. Hecker,

I wish to acknowldege receipt of your letter dated 10-3-88 which I received yesterday and brought to me by kind favour of Mrs. Gudrun Herlitz who arrived from West Germany. I am also thankful to hear you received copies of my two letters in which we were requesting for two more staff to replace Dr. Ingo Wittern and Mrs. M.J.R. Brannan, and which I sent through Mrs. Siesttke Krisifoe Last month.

I wish to express our thanks for all the efforts you have so far put in sending us replacements. We shall look forward to welcoming Mr. Volker Wendschuh in the not too distance future, April 10, 1988, who is temporarily replacing Mrs. M.J.R. Brannan for one year, and Mr. Verweij who will arrive about 10th May, 1988 to replace Dr. Ingo Wittern at Siatwiinda.

The news of my retirement from the Zambian Government Civil Service came rather untimely and stunned many people here. It was received with mixed feelings at the GSDP. It came a year earlier than normal because I will be 55 next year which is the government recently announced normal retiring age. But in my case, my retirement was based on my service with Government which was over the normal period by one year, that is, to say I served the government for 31 years as at 1st August, 1987. So in this case my retirement is still regarded as normal in a way. It is sad that I could not complete my targeted objectives with GSDP. But I am very happy with whatever little I have achieved with

the very kind Co-operation of Rev. Ulrich Luig since his arrival 8 months ago.

The arrangements made by Gossner Mission through the Liaison Officer are however acceptable to me, at least until the middle of the year.

We are looking forward to seeing you in Zambia, and GSDP in particular next June. So, until such time, kind regards to you and all your Colleagues at the Gossner Mission Head Office.

May God Bless you.

Yours sincerely,



Jeremiah K.C. Halupepe.

UMRE TAKER PROJECT CO-ORDINATOR.

cc. The Liaison Officer,
Mrs. Siestke C. Krisifoe,
P.O. Box 50162,
LUSAKA.

cc. The Chairman,
Rev. Ulrich Luig,
GST.,
P.O. Box 4,
SINAZEZE.
VIA CHOMA.

28th March 1988



Gossner Service Team,
Liason Officer,
P.O. BOX 50162,
LUSAKA.

Dear Sir,

Greetings in the name of our Lord and Saviour Jesus Christ. As we celebrate the death and resurrection of our Savior, we are given renewed hope and strength for the work of the extension of his Kingdom here on earth.

Some long time ago, we were given the understanding that the Gossner Mission were acquiring a Second-hand typewriter, for TEEZ. However, to date we have had no confirmation, of this arrangement. We are in desperate need of another typewriter in the office, and will have to raise the funds necessary to purchase one in the very near future .

However, if Gossner are able to supply us with a typewriter suitable for our needs, then this will help us considerably. I would be most grateful if you could clarify the situation for us, so that we shall know whether we have to proceed with the purchase of a typewriter in the near future.

Thank you.

Yours faithfully,

J.H. Burgess
ACTING DIRECTOR.

CC: Germany.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

ACTING DIRECTOR'S REPORT TO THE A.G.M. 1988

'A Time to Learn and a time to Teach'

THE OLD PREACHER SAYS: Even if you have ~~never~~ read through the book of Ecclesiastes, I am sure that there is still one part of that book that you know well. It is the famous passage in Chapter three, which starts 'For everything there is a season, and a time for every purpose under heaven.' The poem then goes on to list the facets of life - being born and dying, crying and laughing and so on. But have you noticed that it omits one line. That line should read 'A time to learn and a time to teach'.

1987 for TEEZ, I think, was a time to learn and a time to teach', because these ~~are~~ activities sum up the year's work. Perhaps it would be true to say that they sum up every year's work for TEEZ, and essentially that is true. But as I reflected on the activities and achievements of the organisation and its staff during the year it seemed to me that 'a time to learn and a time to teach' is particularly apt.

PERSONNEL EDUCATION: For the Rev. Chongo, Director of TEEZ, it is a most appropriate title, as he has been fortunate enough to secure a sponsorship for study in the U.S.A. So, midway through the year he started his degree programme in Atlanta. We pray that his time overseas will be well spent and that he will return refreshed and motivated in mind and spirit to continue the work of Director of TEEZ.

For me, personally the past year has been a 'time to learn and a time to teach'. Taking over 'the reins' in midyear I have had to spend much time to learn the job. To start with, I had to make myself familiar with all the material that we produce. At times this felt like reading through Psalm 119. I wanted to skip parts and get to the end. Similarly, I needed to search the files and study the administrative procedures so that I had a greater understanding of the work and workings of TEEZ, past and present. So 1987 was a time of 'fact finding'.

But learning is of little consequence if it is not applied. So, with my new knowledge, I was able to make some assessment of the needs and directions that TEEZ could follow in the near future. I congratulate the staff who have been patient with my new ideas and changes. This report will reflect a little of what I have 'learnt and taught'.

ONE IN CHRIST JESUS: TEEZ is sponsored by the Anglican Church in Zambia, the Churches of Christ, the Reformed Church in Zambia and the United Church of Zambia. These are the major users of our facilities although other Christians, notably the Presbyterian Church, also use our materials. I am pleased to report that these churches fully participated in the work of TEEZ throughout the year. Although attendance at meetings was less than desired at the beginning of the year, this was compensated for in the later part, so that all sponsoring churches were represented. I can also report that all four churches sent in their annual subscriptions, although not without a few reminders.

Our Partner churches, overseas, played their essential role, once again during the year. They are very much our 'silent partners' in the project, but without their continued support in finance, prayer and encouragement TEEZ would cease to exist. As the balance sheet will show, although we were stretched financially due to our countries economic problems, we did manage to end the year in the 'black'. Many promises and gifts of help have been received for 1988 from our partners, so our immediate future looks secure.

At times our relationships with our sponsoring bodies both at home and overseas seems to be 'theoretical' rather than real, but I hope that this will change in 1988. It would, I am sure, be great benefit to the churches and TEEZ to include the Director on their various lay training committees and synod meetings so that communication and fellowship can be meaningful and real. When the sponsoring churches and TEEZ are working fully together the results can only be of great benefit to the church and the extension of the kingdom of God as we learn from each other and teach each other.

A TIME TO TEACH: 1986 was a bleak year for Tutor training, but a major effort was made in 1987 to compensate for this. During the year six Tutor Training courses were organised, although unfortunately two were cancelled at the 'eleventh hour'. Chipata, Chinsali, Choma and Kitwe were able to host the Tutor's courses so benefitting TEEZ and the Church in Eastern, Northern, Southern and Copperbelt Provinces.

In all seventy new tutors were trained, bringing the total to 570. Some of these of course, are now no longer active, having left the country or retired from active work in the church. Others seem to be reluctant to organise groups so that only about half the trained tutors were active during the year. I would like to take this opportunity to thank the Tutors who have worked so hard during the year, and encourage them all to organise at least one course during 1988.

A TIME TO LEARN: Essential to TEEZ, is of course the Students and the Tutor groups. Without them we have no purpose. So, it is important to give some idea in statistical form of how widely the TEEZ Courses are being used. It is always difficult to compile statistics to give a realistic picture of the situation, but it is worth making the attempt. Looking at the statistics for the year (see Appendix to the report) it can be seen that a record number of groups registered for courses during 1987, but this is not reflected as a record number of students. What we have seen, then, is a larger number of groups composed of fewer students, spread more widely across the country.

In round figures, we have about 250 groups and over 1500 students studying courses throughout the year. The real achievement is the number of students who gained certificates. There were 957 certificates awarded to people who completed one course and 93 certificates awarded to students who had completed five courses of study. This is particularly significant for the U.C.Z. who had agreed that these students would be eligible for Lay Preacher's status in the church.

A further glance at the statistics reveals that two thirds of all students and groups are resident on the Copperbelt. In one way this should not be surprising as the Copperbelt has the largest population density in Zambia. But it also shows the popularity of the TEEZ courses on the Copperbelt. Southern, Northern and Eastern Provinces show a significant rise in the number of students in 1987, but Northern, Luapula and Western Provinces still seem reluctant to get involved with TEEZ. This may be partly due to language problems, so I hope that when the courses are available in Tonga, Lozi, Nyanja and M'pundu late in 1988 we will see a change in the situation.

Finally, Looking at the figures in relation to the denominations, It is noticeable that over 90 per cent of the students are from the U.C.Z. In 1987 the R.C.Z. began to participate in a more tangible way, but the Anglicans and Churches of Christ have very few students.

The indications in the first part of 1988 indicate that both the Churches of Christ and the Anglicans will have a much better record in 1988. In short we can say that a lot of people have taken time to learn and to teach in this year and we give thanks to God for this work.

SPEAKING IN OUR OWN LANGUAGES: Translation work has been a little slow this year, but we are grateful to Madzimoyo Lay Training Centre and the Gossner Mission for organising the translation work into Nyanja and Tonga respectively. We hope that the translation work, not only into Tonga and Nyanja, but also Lozi will be completed in 1988. This will enable us then, to undertake the translation into Mbundu and a revision of the Bemba translation. I would like to appeal to all involved with TEEZ to help us to find suitable people to help us with this work so that more people will be able to find time to learn and teach in their own language.

LEARNING AND TEACHING: 1987 saw the Basic and Standard Leadership courses well established in the congregation, with the Basic Leadership Course being the most Popular. Now is the time to make an assessment of the courses and any revision that may be necessary. It is also the time for the churches to make an assessment of their training needs, so that we can develop new course to meet these needs. Already some suggestions have been made with regard to courses in the Old Testament, Ethics and St. Johns Gospel, and the possibility of developing a diploma course for ministers and clergy. This project of learning and teaching will be an important one for TEEZ in 1988.

THE COST OF LEARNING: With an ever increasing participation of the churches in TEEZ, and with the development of new courses, goes, inevitably, an ever increasing budget. The Budget far exceeded those of previous years, and unfortunately the 1988 and 1989 budgets will be even larger. If our service to the churches is to continue and expand, then our budget will need to do the same. As our Overseas partners already meet the greatest part of our budget, then we need to turn the sponsoring churches and students to help us meet the increases in costs. We shall have to accept increases in fees and subscriptions in the near future, as well as finding new ways of fundraising, so that the process of learning and teaching may continue.

WISDOM AND THANKSGIVING: Finally on behalf of the Rev. Chongo and myself I would like to take this opportunity to thank the Chairman Bishop Clement, the Secretary Rev. Chuba and the Treasurer Rev. Mutati for their help and guidance throughout the year. Also thanks to the Committee members for their support and the office staff for their work. Mrs Muelwa is very much the 'Backbone' of our office, having been with TEEZ longer than any of us. Mr. Chabala is always willing to turn his hand to any task, and Miss Samusuma, until October worked as Secretary.

As the Old Preacher in Ecclesiastes ends his discourse with praise to God, so I wish to do the same. Our work in TEEZ is in the service and for the Glory of God, our father. We give him thanks for another successful year and pray that his spirit will be with us in 1988 to guide us in the work of building up the body of Christ, here in Zambia.

Mr. Chairman, I ask you that you receive this report.

J.H. Burgess

March 1988

1987

Groups registered during the year;

PROVINCE	BASIC COURSES						STANDARD COURSES							OTHER TOTAL		
	30	31	40	41	50	TOT	130	131	140	141	150	151	TOT			
Central	2	2	2	1	1	8	-	-	-	-	-	-	-	4	12	6%
Copperbelt	36	25	20	10	8	99	8	5	5	3	2	3	26	9	134	65%
Eastern	4	1	1	1	1	8	-	-	-	-	-	-	-	-	8	4%
Luapula	4	-	-	-	-	4	1	-	-	-	-	-	1	3	8	4%
Lusaka	12	3	-	-	-	15	-	-	2	-	-	-	2	-	17	8%
Northern	10	1	-	-	1	12	-	-	-	1	1	1	3	2	17	8%
N. Western	2	-	-	-	-	2	-	-	-	-	-	-	-	-	2	1%
Southern	8	-	-	-	-	8	-	-	-	-	-	-	-	-	8	4%
Western	1	-	-	-	-	1	-	-	-	-	-	-	-	-	1	0.5%
TOTAL	79	32	23	12	11	157	9	5	7	4	3	4	32	18	207	

STUDENTS REGISTERED DURING THE YEAR:

PROVINCE	BASIC COURSES						STANDARD COURSES							OTHER TOTAL		
	30	31	40	41	50	TOT	130	131	140	141	150	151	TOT			
Central	13	19	14	1	1	48	-	-	-	-	-	-	-	4	52	3%
Coperbelt	348	219	176	89	113	945	29	31	28	16	13	8	125	13	1083	66%
Eastern	51	8	7	2	2	70	-	-	-	-	-	-	-	-	70	4%
Luapula	36	-	-	-	-	36	10	-	-	-	-	-	10	8	54	8%
Lusaka	129	33	-	-	-	162	-	-	28	-	-	-	28	-	190	12%
Northern	86	10	-	-	1	97	-	-	-	1	1	1	3	2	102	6%
N. Western	28	-	-	-	-	28	-	-	-	-	-	-	-	-	28	2%
Southern	54	-	-	-	-	54	-	-	-	-	-	-	-	-	54	3%
Western	13	-	-	-	-	13	-	-	-	-	-	-	-	-	13	1%
TOTAL	758	289	197	92	117	1453	39	31	56	17	14	9	166	27	1646	

CERTIFICATES ISSUED DURING THE YEAR:

Basic Courses						Standard Courses						Other total		
30	31	40	41	50	series	130	131	140	141	150	151	series		
386	182	90	107	97	93	35	21	15	12	-	4	-	8	1050

GROUP ANALYSIS AS AT 31ST DECEMBER 1987

PROVINCE	BASIC SERIES						STANDARD COURSES						OTHER TOTAL		
	30	31	40	41	50	Tot	130	131	140	141	150	151	TOT		
Central	6	4	2	1	1	14	2	-	2	-	-	-	4	6	24
Copperbelt	51	35	17	4	-	107	10	5	6	4	3	3	31	12	150
Eastern	5	1	1	1	1	9	-	-	-	-	-	-	-	-	9
Luapula	13	-	-	-	-	13	1	-	-	-	-	-	1	5	19
Lusaka	11	3	-	-	-	14	-	-	2	-	-	-	2	1	17
Northern	12	1	-	-	-	13	1	-	-	1	1	1	4	3	20
N. Western	2	-	-	-	-	2	-	-	-	-	-	-	-	-	2
Southern	8	-	-	-	-	8	-	-	-	-	-	-	-	-	8
Western	1	-	-	-	-	1	-	-	-	-	-	-	-	-	13
TOTAL	109	44	20	6	2	181	14	5	10	5	4	4	42	27	250

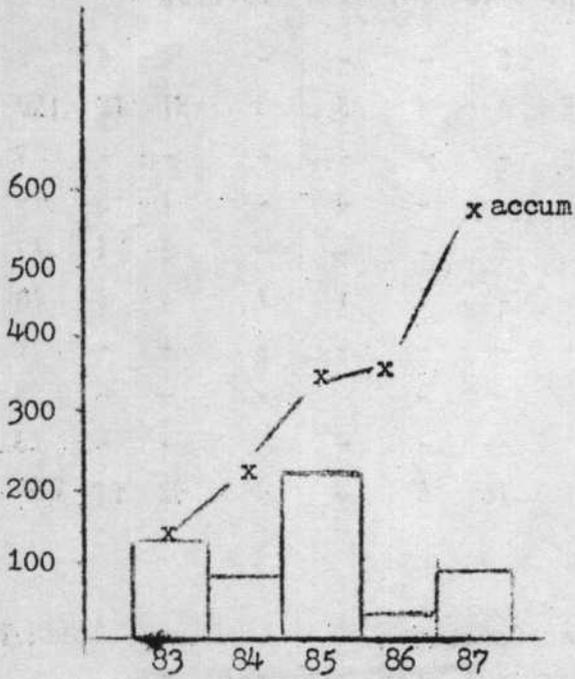
STUDENT ANALYSIS AS AT 31ST DECEMBER 1987:

Province	Basic Courses						Standard Courses						Other Total		
	30	31	40	41	50	Tot	130	131	140	141	150	151	Tot		
Central	76	33	14	1	1	125	16	9	7	-	-	-	32	7	164
Copperbelt	481	257	134	28	-	900	44	22	14	19	5	1	105	25	1030
Eastern	53	6	7	2	2	70	-	-	-	-	-	-	-	-	70
Luapula	23	-	-	-	-	23	10	-	-	-	-	-	10	20	53
Lusaka	68	24	-	-	-	92	-	-	28	-	-	-	28	1	121
Northern	95	10	-	-	-	105	1	-	-	1	1	2	5	5	115
N. Western	19	-	-	-	-	19	-	-	-	-	-	-	-	-	19
Southern	53	-	-	-	-	53	-	-	-	-	-	-	-	-	53
Western	13	-	-	-	-	13	-	-	-	-	-	-	-	-	13
TOTAL	881	330	155	31	3	1,400	71	31	49	20	6	3	180	58	1638

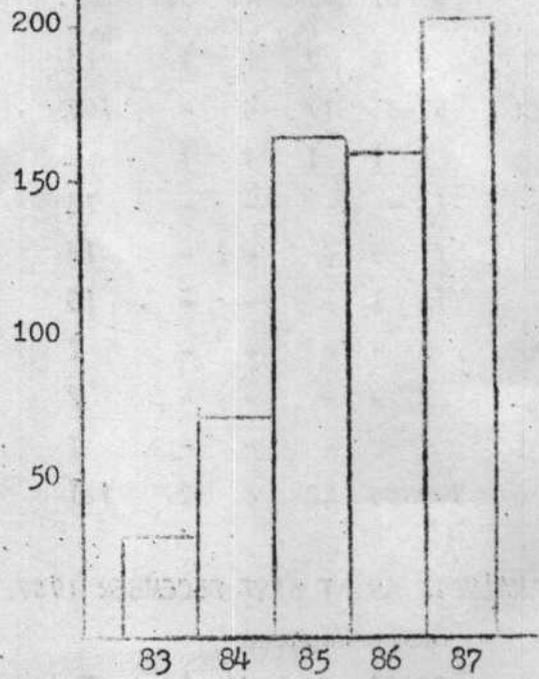
CERTIFICATES ISSUED 1985 - 1987

	Basic courses					series	Standard Courses					Other Total			
	30	31	40	41	50		130	131	140	141	150	151	series		
	1067	379	192	107	97	93	350	104	25	22	24	4	32	21	2517
	Basic Stand.		Other		TOTAL	Series: Basic Stand		Total		TOTAL			%		
U.C.Z.	1823	529	-	-	2352	-	-	93	3	2	125	2477	98.4		
Anglican	4	-	-	21	25	-	-	-	-	-	-	25	1.0		
C of C	15	-	-	-	15	-	-	-	-	-	-	15	0.6		

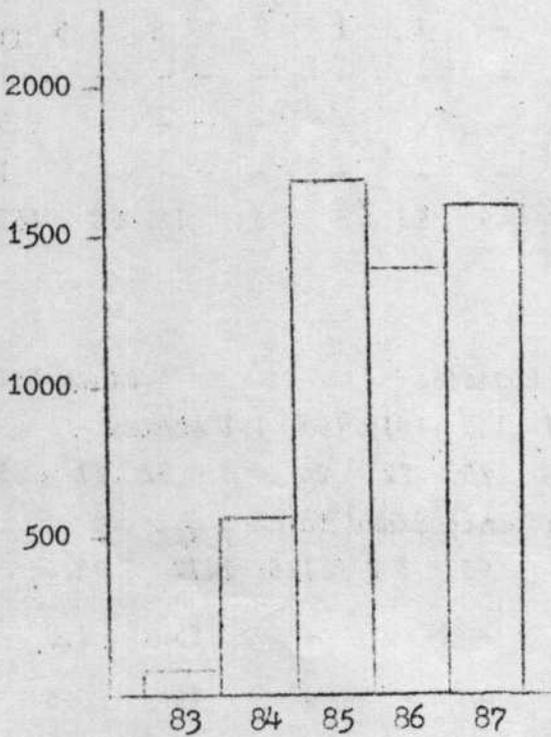
Tutors trained each year



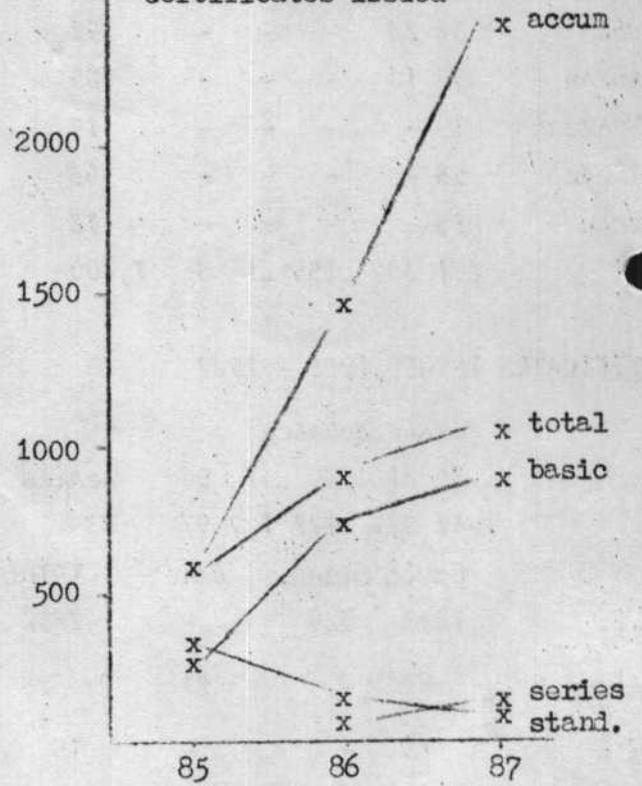
Groups registered each year



Students registered each year



Certificates issued



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

AUDITORS REPORT

1987

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA.

Finance Report to the A.G.M. 4th March 1988

Introduction:

- 1.0 As requested by TEEZ I have prepared and examined the accounts for the year ended 31st December 1987.
- 1.1 I have made a number of observations and recommendations. However the following observations in the 1987 Accounts should be noted.
- 1.2 Assets have been revalued by Rev. Burgess who has done this in order to bring up the Assets at the Present replacement values. The Exercise has resulted in an increase of K69587.00 as per details on NOTES 1. Office furniture and fixtures has been brought in by a Nil value which was previously written off. New list of individual figures are attached.
- 1.3 Depreciation has been charged as follows:- Office Building and Manse at two and half per cent straight line method. Other assets have been charged at 20%.

The new written down values are as follows:-

Building	2000
Office Machines	4719
Furniture and Fixtures	6696

13415

- 1.4. It is glad to note that Statutory payments Z.N.P.F and P.A.V.E has been paid regularly
- 1.5 I was told that the present cost of books manufactured was K56080. where as the selling price will be K22,752 which is taken as stock values and reduced from the total purchases of materials bought for this purpose. I understand this is a kind of subsidy to the deserving students. The Books are sold at 40% of the cost price. I recommend that the Committee Consider's a subsidy to stabilise this.
- 1.6 I found it difficult to clarify some of the expenses as there was insufficient information in the Cash Book. I recommend that a Payment Voucher with full details be prepared before any payment can be done.

The following details to be available on the Payment Voucher:-

1. Payee
 2. Purpose for Payment
 3. Date
 4. Period of Expenditure
 5. Person authorising payment and Cheque No.
- 1.7 In view of the expenditure operations I think there should be a separate Petty Cash Book and a Sales Journal this will improve the control of Cash Operations.

THEOLOGICAL EDUCATION BY EXTENSION

Income and Expenditure Account for the year ended 31st December 1987

1986	NOTES	1987	
			K
K		K	
68837	Donations from Abroad 3	77876	
<u>1309</u>	Other Local Churches Subscriptions	1700	
70146			79,576
6719	Course Fees & Books		7,057
868	Interest on Deposits		566
-	Refunds		3,085
<u>339</u>	Miscellaneous Income		<u>5,089</u>
78072			95,373
	<u>EXPENDITURE</u>		
-	Purchases for Printing Section 31148		
-	Less Stock of Finished Books <u>22752</u>	8395	
-	Accounting Charges	3450	
-	Bank Charges	12	
12,102	Salaries, Wages and Directors allowance	14229	
10,102	Printing, Stationery and Office Exp.	4594	
5,252	Transport and Local Travel	5044	
6,429	Vehicle Exp, Fuel, Repair and Insurance	15983	
1,416	Postage and Telephones	4380	
3,484	Repairs and Maintenance	-	
1,678	Tutors Training	1200	
360	Electricity and Water	-	
320	Translations	-	
-	Zambia National Provident Fund	1114	
1,474	Sundry Expenses	1151	
-	Depreciation charged (6)	<u>13415</u>	
<u>42,617</u>			<u>72,967</u>
<u>35455</u>	Surplus for the year		<u>22,406</u>

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

BALANCE SHEET AS AT 31ST DECEMBER 1987

GENERAL FUND

1986	NO. 1	1987
69,262		104,717
		69,580
34,455	1	<u>22,406</u>
<u>104,717</u>		<u>196,703</u>

REPRESENTED BY:

50,837	FIXED ASSETS	1	122,002
	CURRENT ASSETS		
-	Stock of Books	2	22,752
43,680	Bank Balance Credit A/C		46,044
10,000	Bank Deposit		10,000
200	Cash on hand		<u>200</u>
<u>53,880</u>			<u>78,996</u>

CURRENT LIABILITIES

1986			
-	Creditors		3,450
-	Accruals		<u>845</u>
			<u>4,295</u>
<u>53,880</u>	NET CURRENT ASSETS		<u>74,701</u>
<u>104717</u>			<u>196,703</u>

NOTES 1.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

SCHEDULE OF FIXED ASSETS AS AT 31ST DECEMBER 1987

	BUILDING	OFFICE MACHINES	FURNITURE AND FIXTURES	TOTAL
	K	K	K	K
Cost As at 1.1.87	50,000	3100	2815	55915
Additions	-	15000	-	15000
Valuation	30,000	6750	32830	69580
Total.	80,000	24850	35645	140495

DEPRECIATION AS AT 1.1.87

Charge per year.	1660	1253	2165	5078
	2000	4719	6696	13415
TOTAL	3660	5972	8861	18493

NETT

W D Valuation as at 31.12.87	76340	18878	26784	122,002
31.12.86	48340	1847	650	50,837

NOTES 2.

STOCK AS AT 31ST DECEMBER 1987

	Number courses	Production Value	Sales Value
Basic Courses	979	K20,421	K 9,790
Standard Courses	352	K16,593	K 5,280
'How to Study'	82	K 259	82
Other Courses	400	K16338	6,000
	160	2469	1,600
TOTAL	1973	K56,080	K 22,752

The Cost Price was valued at K22,752 as compared to K56,080.

LIST OF ASSETS AS AT COST (31ST DECEMBER)

<u>ASSETS</u>	<u>VALUATION AS AT 31.12.87</u>
1 X 4130 Gest. Duplic	15,000.00
1 X 350 Gest. Duplic	4,000.00
1 X Portable Typewriter	750.00
1 X Imperial Typewriter	100.00
1 X I.B.M typewriter	5,000.00
1 X Office Building	50,000.00
1 X Manse	30,000.00
	<u>104,850.00</u>

FIXTURES AND FITTINGS

1 X Refrigerator	8,000.00
1 X Metal Desk	1,500.00
2 X Easy Chairs	1,400.00
2 X desk chairs	250.00
4 X Book Shelves	120.00
2 X Wooden desks	1,000.00
1 X White Desk	300.00
1 X table	250.00
1 X desk and selving	400.00
10 X Black chairs at	800.00
2 X Blue Chairs	160.00
1 Collapsable table	100.00
1 X Filing Cabinet	1,000.00
1 X Stationery Cupboard	500.00
3 X Metal shelving	1,000.00
1 White cupboard	200.00
	<u>19,980</u>

PRODUCTION ORGANISER'S REPORT TO THE 1988 ANNUAL GENERAL MEETING

PRODUCTION

1987 was a difficult year for all businesses in Zambia, because of the continuing inflation and rise in prices. In the first part of the year, our donations from Overseas, were converted to Kwachas at a very favourable rate. But this only went to pay the increased prices for stationery, postage and telephone. We exceeded our starting budget for 1987 by over K25,000. By the last quarter of the year, we had spent all our funds, which meant that we had to stop production of our work books. Fortunately in the last few weeks of the year, our financial position improved, so that production could start again. We were able to buy duplicating paper locally, which was both high in price and low in quality.

In the first six weeks of 1988, we have received many donations, so that we have been able to centre the production at a good rate. We have so far used 26 reams of paper for production. We still have a number of workbooks that must be reprinted, and we will also need to start production of the Tonga and Nyanja translations.

EQUIPMENT

To meet our production targets and general office work, we have two Gestetner duplicators, one IBM Electric typewriter and a portable typewriter. During the year we experienced problems with the IBM, and we were without it, while it was being repaired. Many of the stencils that we use to produce the workbooks, are getting old and worn and will need to be re-cut in the near future. So we desperately need a new typewriter, or possibly a word-processor.

Like wise our general office equipment is weary cut, and we were needing to replace with new items. The Good quality equipment is not readily available in Zambia, so we will need to import from Overseas.

Our stock room is very crowded now, and there will be insufficient shelving space, for all the new translations that we hope will be completed this year. So we will need to buy more shelving.

GROUP ENROLMENT

In 1987 207 groups registered for TEEZ courses. 157 for Basic courses, 32 for Standard courses, and 18 for other courses. This was more than on any other year. In the first six weeks of 1988 30 groups have registered, 20 for Basic courses, 9 for Standard and one other. These groups have purchased 72 sets of workbooks.

In 1987 1050 certificates were awarded, 862 for Basic courses, 87 for Standard courses, 8 for other courses, and 93 for people who have completed five courses. In the first 1½ months of 1988. 106 certificates in all have been awarded. 68 for Basic courses, 22 for Standard courses and 6 for all five courses.

MRS. EMELDAH A. MWELWA.



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - TELEPHONE 216615

Rev. Dr. Erhad Mische,
Gössner Mission,
Handjerystrasse 19-20,
1000 Berlin 41 (Freidenau),
WEST GERMANY.

Eingegangen ^{22nd} October, 1987.

-2. Nov. 1987

Erledigt:

Dear Dr. Mische,

Greetings in the name of our Lord and Saviour Jesus Christ. I hope that you received our circular later of August informing you of the change of Personnel in the office, here.

Please find, enclosed, copies of our reports to the 1987 A.G.M. and budget for 1988. In the light of the ever decreasing economic situation in this country, I cannot be sure that the budget will be realistic. We may find that either we will have to increase our budget, or cut back our operations,

Our main projects for the remainder of 1987 and 1988 are as follows:

1. Completion of translation work of all our basic courses into Tonga, Lozi and Nyanja, and making a start on translation in Mbundu, for the Angolan refugees.
2. Investigation of the possibility of setting up a Diploma course aimed at those who wish to have a higher qualification of recognised standard. This may be suitable for training Ministers
3. Providing accomodation for the Acting Director. At present I am living in a house vacated by a U.C.Z. expatriate Minister who is on furlough, but shall need permanent accomodation before he returns in March 1988.
4. Employment of Bookkeeper. Because of the large number of people using TEEZ courses (about 2000 at present), the present office staff of four is considered to be unadequate. Therefore if was agreed earlier this year that we employ another Secretary with Book keeping skills.

As you will realize, all these projects will add to our budget for 1988.

Through your Team at Sinazeze, you are helping us. With the translation work into Tonga, as well as generally encouraging the use of TEEZ in Southern Province. Also looking at the Minutes of our meetings, I have found that it is reported that you would be helping us in the office, by supplying us with a Second - hand Typewriter.

We are in desperate need of a good electric Typewriter, as the present ones that we use are very old manual models.



**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

P.O. BOX 23054 - KITWE - TELEPHONE 216615

...../2

Unfortunately apart from the one reference in our minutes, I can find no other record of any correspondence on this matter. Therefore I must assume that it was a verbal communication. Can I, therefore, ask you if it is still possible for you to supply us with this typewriter, and when we are likely to receive it?

Once again let me thank you for your continued support for our work in Zambia, and we pray that it will remain so in the future.

Yours in Christ's Name.

Rev. John H. Burgess
Acting Director.

THEOLOGICAL EDUCATION BY EXTENSION IN

ZAMBIA

To the members of the Theological Education by Extension in Zambia Committee Kitwe.

I have examined the vouchers, the Balance Sheet, and Receipts and Payments Account for the year ended 31st December, 1986, and in my opinion the accounts present fairly the state of the Organisation's financial affairs and of its surplus of income over expenditure for the year ended 31st December, 1986.

I have the following observations to make.

1. As the work is growing and the amount of turnover increases, it is unfair to expect somebody to keep these books on a part-time basis. The person who did them in 1986 did not have the time, and it meant that I had to spend much more time than formerly in not only doing the audit but also some of the actual book-keeping. So I strongly recommend that a full-time staff member is employed. I do not think it is wise to wait until January, particularly as the current Director is going away for 2 years. Preferably, someone should be employed before he leaves.
2. Bankings should be done more often, preferably weekly. More and more cash is being handled, and all precautions should be taken to ensure that all possibilities of fraud or theft should be anticipated and prevented.
3. At the end of the year there was over K43,000 on the current account. This had been there for several months. Interest could have been earned for TEEZ all that time. I recommend that a fixed deposit account be opened immediately, as already another 6 months interest has been lost.
4. Statutory deductions such as PAYE and ZNPF should be paid promptly and regularly, TEEZ could be fined if this is not done.

Muriel Sanderson

MURIEL SANDERSON.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

Income & Expenditure Account

for the year 1986.

<u>1986</u>	<u>INCOME</u>	
6,838	United Church of Canada \$4,000	17,124
3,375	Disciples of Christ US \$1,800	12,898
12,492	Methodist Church O/seas Div. £2,000	23,233
-	Church of Scotland £1,000	10,582
-	CEEVA	5,000
995	Other local Churches	1,309
4,400	United Church Board USA	-
2,600	United Church of Zambia	-
<u>30,700</u>		<u>70,146</u>
7,058	Course Fees & Book Sales	6,719
308	Interest on Deposit	868
115	Miscellaneous Income	339
<u>38,181</u>		<u>778,072</u>
	<u>EXPENDITURE</u>	
15,855	Salaries, Wages, & Directors Allowance	12,102
6,438	Printing, Stationery & Office Expenses	10,102
302	Transport	5,252
6,834	AAB 3386 Exp., Fuel, Repairs & Insce	6,429
-	Repairs and maintenance	3,484
550	Postage & Telephone	1,416
606	Translations	320
373	Staff loans & training	1,678
728	Electricity & Water	360
767	Sundry expenses	1,474
<u>52,453</u>		<u>42,617</u>
<u>5,728</u>	Surplus for Year	<u>35,455</u>

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

Balance Sheet as at 31st December, 1986.

General Fund

Balance at 31st December 1985	69,262
Surplus for the year 1986	35,455
	<u>K104,717</u>

Represented by:-

Fixed Assets

Office Building as at 31-12-84	18,340
Office Equipment	1,847
Refrigerater	650
Payment on house to M.E.F.	30,000
	<u>50,837</u>

Current Assets

Balances at Banks and in Hand

Current account	43,680
Deposit account	10,000
Petty Cash Float	200
	<u>53,880</u>
	<u>K104,717</u>

TEEZ PROPOSED BUDGET FOR 1988.

A. Director Salary from his church	6,000
" Hospitality Allowance (TEEZ)	3,600
" House electricity & water	1,000
Production Officer	6,000
Clerical Officer	6,000
Typist (Secretary)	4,800
Office Assistant	4,800
Cost of living allowance (5 people)	3,000
Housing Allowance (4 people)	2,400
For Security (MEF)	4,800
Clinic expenses contributions to MEF	600
Piece work	3,000
Loan float	2,000
	<u>48,000</u>
 B. Maintenance and Utilities	 3,600
Telephone and Postage	1,800
Stationery and Supplies	24,000
Depreciation and replacement	6,000
Books and Sundries	600
	<u>36,000</u>
 C. Transport (Car) Repairs, Insurance, Registration and Fuel	 18,000
Travel (meetings)	2,000
Tutor training and seminars	3,000
Translations	3,000
	<u>26,000</u>
 Total Budget	 = <u>K110,000</u>

INCOME

Supplies in Kind	K15,000	Gossner, SPCK etc	
UCZ	6,000	Director Salary	
Repayment of loan float	2,000		
Course fees	10,000		<u>33,000</u>
 Church Subscriptions			
UCZ	1,000		
Ang	600		
RCZ	600		
C of C	100		
 Other contributions (appeals)		2,700	
Other charges (Tel, Typing, Transport)		2,000	<u>7,000</u>
 Donations from Overseas			17,000
Church of Scotland			17,000
United Church of Canada			17,000
UCCD (U.S.A.)			17,000
Methodist Church (U.K.)			17,000
Others			2,000
 TOTAL INCOME			<u>= K110,000</u>

NB Approved at the Project Annual meeting on 6th March, 1987.



Theological Education by Extension
in Zambia,
P.O. Box 23054,
LILONGWE, ZAMBIA

17th August, 1987.

TO ALL FRIENDS & SUPPORTERS OF TEEZ

Dear Colleagues,

Let me take the opportunity of greeting you all in the name of our Lord and Saviour, Jesus Christ, whom we serve as we endeavour to work for his Kingdom, here on earth.

As you receive this letter the Rev. B. Chongo should already be in Atlanta, U.S.A., preparing himself for study. We wish him all God's blessings in his study programme, and pray that he will return to TEEZ with added knowledge and ability. Benson's study leave programme is a long term investment for the TEEZ Project, but in the short term we have to cope with the problems arising from his absence.

First, we must be mindful of his family, whom he has had to leave behind, and hope that they will not find the two years of their father's absence too much to bear. We, here, in the office will make it our responsibility to see that their problems are kept to a minimum.

Secondly, as I take over the work at TEEZ, there will inevitably be a number of 'teething' problems, I hope that you will bear with such things and I am sure that the staff, here in the office, will manage to deal with these. However the major problem that we face at present is that of accomodation.

Taking over the post of 'Acting Director' it would have been possible to have come in the capacity of 'Caretaker', but it was felt that this would be detrimental to the TEEZ Programme, in that it might stagnate for two years. It was possible for me to undertake the work on a part-time basis (say 3 days per week) and remain in Luanshya with my present pastoral work, involving about 10 congregations. However the logistics of this, plus the travelling costs involved, of about K1000 per month, really made this option unviable.

Consequently I am happy to report that I shall be here in a 'Full-time' capacity. The problem that this produces is that of accommodation for my family and myself. We have been able to secure a house in Kitwe, at a reduced rent of K400 per month, from the UCZ, but to make it habitable a security wall needs to be built and furniture needs to be obtained. None of this was budgeted for in the current budgets, and so adds to the financial burden of TEEZ. I would not want to feel that my presence in the TEEZ programme is going to necessitate hardships or cutbacks, as this would defeat the purpose of the UCZ releasing me from Pastoral work, to give my full time to TEEZ work.

We know that you have all been generous with your support for TEEZ over the years, and this makes it difficult to ask for more. However if you feel that you can add to your donations, to help us through this problem, we would be most grateful.

_____ over _____

May I conclude, by saying that I hope that these problems will soon be solved; that the next two years will prove to be an interesting time for TEEZ, and that I will do justice to the work to which I have been appointed..

I am sure that you would wish to join me - wishing the Rev. B. Chongo, God's blessings during his time in the U.S.A.

Yours in Christ's Service,

JAB

JOHN BURGESS (REV.)
ACTING DIRECTOR.

JB/eam

elektrische gelbe Schreibmaschine + lange Welle

Rev. Benson Chongo
T E E Z
P.O. Box 23054
confidentail

E. Mische

May 25, 1987

Dear Benson,

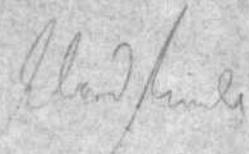
first I have to apologize for this long delay of my reply to your letter of February 23rd 1987. And in the meantime I have been in Zambia during March/April but did not find the time to get in contact with you.

You have asked whether Gossner Mission could assist you to take your family with you to the USA for your studies. We have discussed your request recently in our Committee which has resolved to contribute a lumpsum of DM 4000,-- hoping that this may help you if the UCC and the DCU will assist you as well. We know that this amount is not covering the expenditures at all but with a joint afford it might become possible eventually. We agree that it would be bett for you to go with the family instead of reaminging alone.

So we hope that you will succeed. We take for granted that the UCZ headquater has approved your further studies.

Concerning the support of TEEZ with equipment you will from our side later on.

With best greetings and kind regards
yours sincerely



THE THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA.

Report to the Consultation with Partner Churches and
Organisations. April, 1987.

Preamble.

Thanks and praise to God who has accorded us this opportunity to meet together, share our concerns and explore more ideas for the purpose of helping each other in our endeavour for God our Creator.

1. TEEZ Project.

The Theological Education by Extension in Zambia, like other TEE Programmes was established as one of the educational and theological training wings of the church. Although talks meetings and Consultations started earlier than 1979, this is the year in our records when the programme registered its first students, about 80 in all and dependent upon written Courses from Kenya and South Africa whose TEE Programmes were already grown.

In 1980 and 1981 the number of students more than trebled because:-

- i) TEEZ has proved to be the only project and means by which All interested people can be afforded to do some theological studies.
- ii) TEEZ removed a wrong thought which had dwelled in people's minds that the theological studies can only be done by entering into residential Seminaries and Colleges.
- iii) TEEZ has proved to be providing relevant training and skills in actually what people are doing in their congregations.
- iv) TEEZ courses are very much subsidised to fit everyone's pocket.
- v) TEEZ has helped people to realise that it is not only the ordained clergy who need theological studies, but that all people who are doing some ministries in the church need such studies especially in a country like Zambia where the church is growing rapidly and so it needs trained leaders, lay and clergy to ably manage it's affairs.

It must also be realised that the growth of the church, is so rapid that the production of trained ministers does not match with such growth. The situation where one minister is manning about 12 congregations and some congregations being without a minister will continue for some generations, hence the popularity of programmes which "extend" theological training to where people are.

The above factors are true and so today (as at 31st December 1986) we have 1,943 students throughout the country studying in 208 groups. Last year we issued 850 certificates to those students who completed at least one of the courses. Very many of these students, if not all have enrolled for the next courses in the series because they are required by their Churches to do at least five courses if they expect to be given a position of responsibility in the church, e.g. Preacher, Elder, Counsellor etc.

2. System.

The TEEZ system of operation is simple. The Office in Kitwe prepares course materials, typed on the stencils, duplicated and bound in form of workbooks. The second task is to train people who form study groups in their congregations. These people we call 'Tutors' conduct studies while we the staff mark tests in addition to other administrative responsibilities.

3. Concerns.

The growth of this project is something to be pleased about. For the reasons already given it is a fact that this project will continue to grow. But the growth brings with it some serious concerns. We need large quantities of quality duplicating paper, ink and stencils. These are scarce in the country and if found they are very expensive. Since our inception the S.P.C.K. in U.K. has been supplying us with a considerable quantity annually. Now with our present size we need at least 10,000 realms of A4 (5,000 White, 2,000 pink, 2,000 green and 1,000 blue) especially now when we are confronted with the need to translate the courses in some 7 vernacular languages of Zambia as our aim is to reach even the grassroot of our society.

There is also a growing demand to have our courses in Mbundu, the language of over 30,000 Angolan refugees who have 'associated themselves with the church in this country.

For the past years we have depended upon one Gestetner duplicating machine until April 1986 when Gossner Mission of West Germany donated to us one more. The same organisation has promised us an electric typewriter. This gesture is highly appreciated because we are helped to cope with the ever increasing demand. Transport would be our next concern. The car we are using is now 6 years old. I feel it is time to have it replaced because if that is not done this year then it will become a liability to the project.

This machine is essential in a growing project like this one because any growth brings with it many needs. There are many groups and individual tutors who need guidance. Leaders of constituent churches need to be reached constantly.

4. Finance.

We have very much depended up grants from local Churches, overseas churches and organisations since this Project is in no way a money generating venture. When time allows we render some little services such as duplicating for others. This together with course fees amount to about 33% of our budget. The situation being that of dependence, we try to be very mean with our spending to an extent that most of the time we use old envelopes. We are also helped by the fact that we are situated in Mindolo, a religious centre on the Copperbelt and the country as a whole and as such much of our mails are carried by passers-by.

The other area which has helped us to keep our expenses low is that (though not a fair thing to do) we have burdened a staff of only four people viz: two typists, one Office assistant and the Director himself with the work that in normal circumstances would be done by twice the number. In fact our TEE programme here is four times bigger in terms of students enrolment than many sister programmes I have known which are four times more staffed than we are.

At this stage I must stress how grateful I feel for those people who help us in any way possible in their local congregations rather than leave everything to us. Such people have contributed to this success the project is scoring at the moment.

Budget graphs

	1981	K27,260
	1982	K31,920
	1983	K39,920
	1984	K42,550
	1985	K52,690
	1986	K60,565
	1987	K73,200
Proposed	1988	K110,000 (attached)

It is evident that the rise is not so much putting into consideration the devaluation and depreciation of the Kwacha and the general rise of the cost of living.

5. Conclusion.

I want to conclude this report by registering my heartfelt thanks to those church Organisations who have helped us generously with grants and I must assure you that you are helping the lot of mankind in this way. It must be our aim to seek to educate every person with the truths of God the Creator so that every person knows more better how to serve his God in his situation. This is our noblest task and so I trust that you will continue to assist such a Programme.

BENSON M. CHONGO. (REVD)
DIRECTOR.

TEEZ PROPOSED BUDGET FOR 1988.

A. Director Salary from his church	6,000
" Hospitality Allowance (TEEZ)	3,600
" House electricity & water	1,000
Production Officer	6,000
Clerical Officer	6,000
Typist (Secretary)	4,800
Office Assistant	4,800
Cost of living allowance (5 people)	3,000
Housing Allowance (4 people)	2,400
For Security (MEF)	4,800
Clinic expenses contributions to MEF	600
Piece work	3,000
Loan float	2,000
	<u>48,000</u>
B. Maintenance and Utilities	3,600
Telephone and Postage	1,800
Stationery and Supplies	24,000
Depreciation and replacement	6,000
Books and Sundries	600
	<u>36,000</u>
C. Transport (Car) Repairs, Insurance, Registration and Fuel	18,000
Travel (meetings)	2,000
Tutor training and seminars	3,000
Translations	3,000
	<u>26,000</u>
 Total Budget	 <u>= K110,000</u>

INCOME

Supplies in Kind	K15,000	Gossner, SPCK etc	
UCZ	6,000	Director Salary	
Repayment of loan float	2,000		
Course fees	10,000		<u>33,000</u>
Church Subscriptions			
UCZ	1,000		
Ang	600		
RCZ	600		
C of C	100		
Other contributions (appeals)		2,700	
Other charges (Tel, Typing, Transport)		2,000	<u>7,000</u>
Donations from Overseas			17,000
Church of Scotland			17,000
United Church of Canada			17,000
UCCD (U.S.A.)			17,000
Methodist Church (U.K.)			17,000
Others			2,000
 TOTAL INCOME			 <u>= K110,000</u>

NB Approved at the Project Annual meeting on 6th March, 1987.



**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

P.O. BOX 23054 - KITWE - TELEPHONE 216615

Eingegangen

9. März 1987

Erledigt:.....

BMC/eam

23rd February, 1987.

To Rev. Dr. Erhad Mische,
Gossner Mission,
Handjerystrasse 19-20
100 Berlin 41 (Freidenau)
Fernsprecher: (030) 85 1021
WEST GERMANY.

Dear Erhad,

Greetings to you.

Thank you for your letter just received and for the good things you have said in the letter.

- 1) You asked about the Companies who deal in typewriters in this Country.

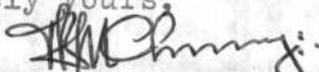
Three Companies seem to be prominent and these are: Rapid, I.B.M. and Olivett. But any make will do.

I thank you in advance because your contribution of an Electric Typewriter and a consignment of Duplicating papers will go along way in helping us to cope with the ever increasing demand for lessons. I hope and pray that the items reach us safely.

- 2) Now concerning my studies in (U.S.A.) I have learnt that for my two year stay there it will cost 15,000 Dollars. The Church of Canada has promised to help me so is the Disciples Church in USA. the I.T. College has given me an auction to either going with my family (wife and three children) as long as funding is available. This is why I am consulting you because I know there are many advantages in being with a family. Should that auction become impossible then I will have no alternative but to go alone.

Hoping to hear from you again.

I am sincerely yours.


B.M. CHONGO. (REV.)

- Sales -
Ca # 11.000

Rev. B. M. Chongo
T E E Z
P.O.Box 23054
Kitwe
Zambia

Erhard Mische

15th January 1987

Dear Benson,

Thank you very much for your kind letter of 23rd December 1986. We wish to convey to you and your family as well our best greetings for this year and our prayers for your work under the guidance of our Lord.

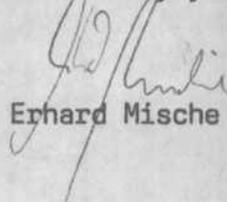
We are glad to inform you that we shall send a new pastor, a successor of Rev. van Vliets, to the Gwembe-South in May or June this year, where he will as part of his task continue to cooperate with TEEZ in that region. His name is Ulrich Luig. Certainly he will contact you after his arrival in Zambia.

Now, you have asked me whether Gossner Mission can assist you to do further studies in the USA. For the UCZ it will be a great advantage to benefit from this advanced theological training. At the moment, however, I am not in the position to say on the spot that we can help you financially. I shall bring your request to the notice of the members of our Committee who certainly will ask me how much will it cost. If the UCC is willing to cover half of the costs how much will remain unpaid? It would be good for us to get additional information from you, about the financial requirements for 2 academic years.

Another matter I would like to mention brief which I could not discuss with Rev. Sikazwe unfortunately when he was in West-Germany because of his sickness.

Gossner Mission is prepared to assist TEEZ again according to the items which you have listed in your letter of 16th September 1986 to all partners. For instance we could buy couple of hundreds realms of duplicating paper. And we think to buy an electric typewriter, perhaps a good second hand one. But it would be good for us to know whether you have a particular company in mind, a company which is represented in Zambia.

Looking forward hearing from you again
I remain
faithfully yours


Erhard Mische

Rev. Benson M. Chongo.

TEEZ

P.O. Box 23054.

KITWE

23rd Dec, 1986.

Eingegangen

- 8. Jan. 1987

Erledigt:.....

Dear Pastor Mische.

Greetings to you in the Lord Jesus whose coming into the world we are commemorating.

My purpose for writing this letter to you is to share with you my concern. There is a possibility for me to go to USA for studies (M. Theol) at the ITC in Atlanta Georgia for 2 years.

This said College allows one to go with the spouse if he can find the funding.

I am considering going with my wife and our youngest three children.

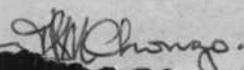
There are advantages in doing so regarding the family tie and advancing together.

The United Church of Canada has promised to meet half of the cost.

I therefore write through you to seek some assistance from Gosner Mission or any other organisation there.

I first write to you as a friend who I know to be helpful to us here in many ways and if so advised I would write a formal letter of request.

I wish you happy Xmas and a prosperous New year.

Sincerely  Chongo.

TO OPEN SLIT HERE

Sender's name and address

Rev. B. M. Chongo

FEZ

P.O. Box 23054

Kitwe

Zambia

Enclosures are not permitted

SECOND FOLD HERE

BY AIR MAIL
PAR AVION

AÉROGRAMME
AIR LETTER



Rev. Dr. Eberhard Mische

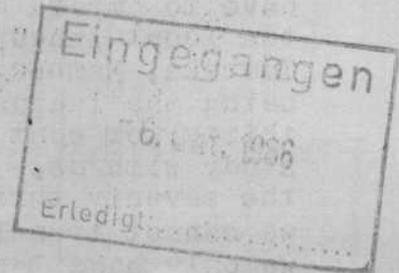
Gossner Mission

19-20 Handjerystrasse

1000 BERLIN 41

WEST GERMANY

THEOLOGICAL EDUCATION BY
EXTENSION IN ZAMBIA
P.O. Box 23054,
KITWE
ZAMBIA.



16th September, 1986.

TO ALL PARTNERS AND CONTRIBUTORS
TO THE
THEOLOGICAL EDUCATION BY EXTENSION IN
ZAMBIA .

Dear friends,

"Where are we in TEE"?

This question was the Theme of our conference which took place in Mauritius recently. The fourteen countries plus the two Indian ocean islands, Madagascar and Mauritius tried to answer this question by explaining the current position and functions of TEE programmes in our respective countries. We discussed a number of areas of our operations, we shared successes and difficulties of each TEE programme. In some ways this conference worked as an informal training for us especially when the invited facilitators from the Nairobi University in Kenya put in their skills of Adult Education techniques. Above all these one thing came out clearly that "TEE IS THE ONLY WAY THE CHURCH CAN USE IF IT'S AIM IS TO TRAIN ALL LEADERS WHO SHARE VARIOUS ROLES OF THE MINISTRY". It was learnt that in many countries represented this fact is at the moment fighting opposition from some angles of the church. Thank heavens that many people are seeing the need to lessen dependence upon residential institutions since not everybody can be reached due to many factors such as employment and finance.

I am not intending to give a detailed report about the conference in Mauritius. There are people responsible for that. May I just say that the conference was beneficial that enough words cannot be found to thank the sponsors and organisers. So the above is just a preamble to what I want to say. I want to show you where we are in TEEZ and what our needs are. Unless these needs are met, we cannot continue to be where we are and cannot move to where we want to be in future.

In December 1985, I reported that this project had a total enrolment of 1304 students studying in two hundred groups. By the end of this year the numbers of students and study groups will increase by more than half. This is so because many of these students have to complete courses in one of our series in order to assume some recognised leadership in the church. For example passing the whole series entitles one to the Lay Preacher status in the United Church Of Zambia. Other constituent churches of TEEZ are planning to make similar rulings for their churches. This then means that our number of students will not easily drop just after completing one course in the series because students have to move to the next course in the same series....

.... /2

I must also mention here that of the total number of students we have, far more than half of them are doing courses in the Basic leadership Series. It therefore occurs to me that we have to embark on translating courses in that Series in at least ten local languages, these being Bemba, Nyanja, Tonga, Lozi, Tumbuka, Mambwe, Lenje, Kaonde, Lunda and Mbunda, the last being the language of over ten thousand refugees from Angola, thirty per cent of these are Christians and would like to study with us. These languages are a fair representation of all the seventy three languages spoken in this country. Of course we cannot translate in all these dialects. At the moment we only have Basic leadership Series of courses in Bemba. The other three languages have only one course translated. This is not good enough because our aim in this project is to reach the grassroots the unreached.

I would like to see this work done because only then would the project be seen and said to reach everybody in this country. I have found translators in all these ten languages through TEEZ member churches, and are ready to begin. The Reformed church has started the translation in Nyanja.

Paper
It is clear then from what I have said that our number one need is a large quantity of Duplicating Paper. SPCK London, have been helping us in this regard. In April we received 500 realms from them. We are using the last realm for this letter. So for us to embark on such essential translations we need four times this supply per year, i.e. two thousand realms. The same goes for stencils and ink whose demand has risen to two hundred packets and two hundred tubes. I therefore appeal to those of you who would like to help us with the supply of paper to combine your efforts with SPCK. The quality of paper we receive from there is much more befitting our work than would have been the case if we bought it locally at twice the cost.

Standard Courses.

My intention is to leave all the six courses in the Standard Series as they are in English, since they are designed for those with stronger educational background. A stronger educational background to me means to be able to write, read and communicate in a language apart from one's own. In this case it is English.

Other Courses.

I want to retain all courses under this title in the prospectus and make them available to those individuals who are in places where it is difficult to form study groups. The style and form these courses are written in can allow individuals to study on their own.

Advanced Courses.

This Project began by having courses from other countries until such time when we discovered that we needed courses to provide basic leadership training to our people. There are few people including full time church workers who are making use of such courses. We must therefore have some sets of these courses available.

In addition to that we want to enrol some students about 25

(mostly clergy) for a diploma course by TEE College of South Africa.

This simply means that we have to buy such courses, supervise studies, ensure that assignment tests are sent to South Africa. The TEE College there will mark tests and present candidates with the Joint Board's examination for award of the said certificates by the University of South Africa. We feel that this is another area we can help those people who do not seem to find any other way of raising their professional education. The TEE College has shown willingness and readiness to help our people in that need and is waiting for us if only we can meet the cost of the exercise which would be no less than 10000 USD. We feel that this has nothing to do with the Political relationship of our country and South Africa.

Machinery.

Having talked about paper, stencils and ink, and courses, then our third need is machinery. We would like one electric typewriter one duplicator, one photocopier. Early this year we received a duplicator from West Germany. My fear is that if it is not supplemented it may tear out soon. I should also mention that a computer system would be a booster to our operation. Some TEE programmes in Africa who are relatively smaller than ours are really helped by this system by easily transferring courses on discs from other TEE programmes. I am not putting computer as a priority above the other machinery but the idea is worthy mentioning at this stage.

Transport.

If what is happening now has to continue and to improve further, mobility is inevitable even to remote rural areas. We are therefore in need of a strong vehicle that would fit road conditions of our country. I have received a Proformer invoice no 169 from Contrade Botswana (PTY) Ltd, Box 294 Gaborone whose quotation is 10000 USD. Obviously this dealer would accept payment in the said currency. We feel that delivery and other costs would be made from sale of our vehicle which has served us for five years now. We do not want it to become a liability in as far as repairs are concerned. This need is essential because as we have many study groups, many tutors trained, they and their students need to receive encouragements from us regularly. It is not just enough to train them and leave them completely on their own. To this end refresher courses have to be done periodically. The mass translations of Basic courses I talked about has to be co-ordinated and supervised. The need for reliable vehicle is logical.

General.

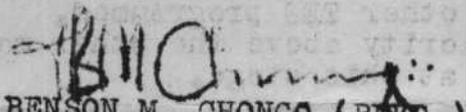
I think you have read the economic hardships countries like Zambia are going through. It is in such a recession that TEEZ has to operate. Prices of things are unpredictable. Impliments for our work have to be bought. The small but hard working staff has to be maintained. That can only be done if we do not

force them to sacrifice to the last degree. It is true that one cannot forget to compare self to salaries secular organisations are paying. It is true also that poor incentives make an organisation to rely upon low calibre of personnel. This organisation requires competent workers but should we continue to offer meagre wages, we cannot expect to rise to the demand. Zambia's cost of living generally rises by fifty per cent every year. That being the case each budget made has to be reviewed before the year and the last Project Committee meeting which met in July asked the Finance Committee to review the 1987 budget in view of the economic changes which have taken place in the country. I will soon be sending you the reviewed budget sheet.

While I appeal to you to continue to help us generously I must register my thanks for your help ever since the Project came into being. Your help especially when you send the donations in your currency has helped us to fight our way through and do the little we have done in this ever changing situation.

May the good Lord continue to bless us all as we seek to serve him in various ways.

I am sincerely yours,


BENSON M. CHONGO. (REV.)
DIRECTOR.

BMC/mms.



**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

P.O. BOX 23054 - KITWE - TELEPHONE 216615



10.11.7, 86
Am/ bis/ by/

BMC/eam

12th May, 1986.

Rev. Dr. Erhad Mische,
Gossner Mission,
Handjerystrasse 19-20
1000 Berlin 41 (Freidenau)
Fernsprecher: (o 30) 85 10 21
WEST GERMANY.

Greetings to you in Christ's name.

I write to acknowledge receipt of a duplicator and five cases of paper. Thank you very much.

Your contribution will go along way in helping this Project since paper and duplicator are very essential in our operation.

I trust that you will help us again especially with paper, which is needed in large quantity.

Now about the Progress of this Project, let me enclose a copy of a report on the just ended consultation of TEE Programme in Central and Southern Africa. We learnt alot from each other and discovered areas of co-operation.

There will be a larger consultation in Nairobi/Kenya from 3rd-8th August, 1986. The cost for sending 4 people to the meeting will be arround K15,000. We are looking for sponsors. Would you be in a position to find an organisation there to help us in this regard?

Hoping to hear from you.

Sincerely yours,

B.M. CHONGO. (REVD.)
DIRECTOR.

FRIDAY - led by TEEZ

- 8.00 - 9.00 a.m. Worship & Bible Study
- 9.00 - 10.00 a.m. Practical TEE: Printing, Costs, Methods, Future Plans, Scope for Publicity, TEE NEWS etc, Co-operation?
- 10.00 - 10.30 a.m. Coffee Break
- 10.30 - 12.30 a.m. Administration: Staff Structures (in theory and practice!), finance (proportion budget allocations), enrolment and record procedures, board meetings, church relations, work planning & delegation etc.
- 2.00 - 4.00 p.m. Tutors & Students: Tutors and tutorials, training, recruiting tutors, follow up & evaluation, tact, use of handbooks, assignment marking and exams.
- 4.00 - 4.30 p.m. Tea Break
- 4.30 - 5.30 p.m. Students selection, Statistical breakdown, Fees etc, Accreditation, Use of handbooks, textbooks etc.
- 7.00 - 8.00 p.m. Travel: Costs, methods, effectiveness, Synods etc.
EPILOGUE

SATURDAY - led by TEEC

- 8.00 - 9.00 a.m. Worship & Bible Study
- 9.00 - 10.00 a.m. Graduate Students - what do they do?, TEE and local church, Expansion potential, Ecumenism and denominationalism. Graduate level studies?
- 10.00 - 10.30 a.m. Coffee Break
- 10.30 - 12.30 a.m. Carry over of any unfinished items. What scope for co-operation?
- 2.00 - 5.30 p.m. FREE AFTERNOON
- 7.00 - 8.00 p.m. Joint preparation of results of conference for interested donors etc.
EPILOGUE

SUNDAY - (Unscheduled day)

- 9.00 - 10.00 a.m. Worship at Blantyre Mission*
- 10.00 - 10.30 a.m. Coffee Break
- 10.30 - lunch Visit to TEEM and surrounding mission area.
- 12.30 - 2.00 p.m. LUNCH
- 2.00 - 4.30 p.m. Summary of the Consultation with oral submissions from each programme on their reaction to what has been discussed.
- Evening INFORMAL GET TOGETHER
- EPILOGUE

The major topics discussed were:

1. Tutors and tutorial systems.

The contribution made by the TEEZ representative was greatly appreciated. TEEC and TEEM both experienced similar difficulties in that the majority of their students enrol as individuals rather than as members of a group. They anticipate some difficulty in changing this system, but are determined to try their best to do so. In all 3 countries some ministers feel threatened by the existence of theological training for the laity. Malawi felt a particular need to help ordained ministers develop a clearer understanding of what lay ministry involves.

2. Finance and budget allocations.

Discussions gave evidence of the varied budget allocations among the 3 programmes. Malawi and Zambia are working against the background of underdeveloped economies and so must keep fees unrealistically low and depend on outside donor agencies for funding. TEEC raise a considerable part of their budget through fees income, but must allocate a large part of their resources to meet staff salaries.

3. Levels of programme and their relevance to the needs of the Church.

TEEC and TEEM felt that what they require is a lower level of courses to meet the needs of the barely literate. TEEC are thinking of using tapes at Award level to overcome the problems of the semi-literate. TEEZ were interested in developing a more advanced level than their standard series of courses. TEEM discussed the possibility of reorganizing their advanced level to satisfy the requirements of the Joint Board Diploma as used by TEEC.

4. Course writing and translation.

TEEM and TEEZ recognized that there was a pool of talented course writers in RSA which was not available in Zambia and Malawi. TEEC are about to embark on an extensive revision of their existing courses and this might enable the needs of TEEM and TEEZ to be better catered for in the courses common to all three programmes.

It was suggested that some courses might be better written in vernacular languages rather than translated from an English idiom.

5. Printing methods and costs.

Alternative methods and costs of course production were discussed. TEEC had opted for a higher quality image necessary for their more sophisticated society. TEEM and TEEZ felt that their present use of duplicated material was the most cost effective and appropriate for their students.

6. Accreditation.

TEEC, who already have an accreditation procedure for the Joint Board Diploma, were concerned that a similar procedure be set up for Certificate and Award level courses to maintain standards. TEEM and TEEZ shared this concern.

7. Co-operation.

In future new courses at TEEC Award and Certificate level should be produced after consultation on content among the three programmes. The first course to be dealt with in this way will be the adaptation of TEEZ's Church Administration course for use in Southern Africa and Malawi.

An immediate area of cooperation could be the Pre-Theology Course being developed by TEEC in cooperation with Southern African residential seminaries.

As both TEEC and TEEM have computers which are rated as IBM compatible it may be possible to transfer course material by floppy disk.

It was felt that if the burden of course writing is to fall on TEEC, then TEEM and TEEZ would need to contribute realistically to the cost.

TEEM and TEEZ were very interested to enrol students through TEEC for the Joint Board Diploma courses, although the high cost would require external assistance, which might be arranged through the member Board Churches.

The participants greatly appreciated this opportunity to meet together and expressed the hope that similar meetings could be arranged on a regular basis, perhaps every two years.

TEEZ

Financial Statement 1985

for TEEZ and church work

INCOME

funds from Gossner Mission b.f. on 1.1.1985	K	103.16
donation Gossner Mission on 9.1.		2,710.00
returned by Hansjörg lutzeyer (from buying car in S-Africa)		265.41
donation from Heiner Schaumburg		170.00
from TEEZ course participants for teaching material		20.00
t o t a l i n c o m e	K	3,268.57

EXPENDITURE

6 TEEZ seminars		913.08
TEEZ teaching material		210.00
transport TEEZ course Sinazongwe (Deakness Manyanina)		389.60
transport for preaching		111.50
Bible House membership fee		50.00
t o t a l e x p e n d i t u r e		1,674.18

BALANCE c.f. to 1986 K 1,594.39

Other donations:

from Rotterdam congregation b.f. on 1.1.1985	K	119.30
spent on evangelistical campaign		38.50
spent on repair Kanchindu clubhouse		70.80
balance		nil
from Oakland/California, congregation b.f. on 1.1.		262.00
transferred in January 1985		704.22
transferred in October 1985		1,500.00
spent to subsidy christian literature		17.50
" on repair Siampondo School		186.44
" donation for Makonkoto Sec. School		100.00
" on repair clubhouse Kanchindu		1,020.70
" for carpenter Kanchindu clubhouse		280.00
" 5 bags cement (Kanchindu + Sinakoba)		39.50
b a l a n c e c . f . t o 1986		822.08
from 3. world group Böblingen donation		1,115.00
spent on repair Kanchindu club house		1,115.00
balance		nil

Nkandabwe, 31.12.1985
Waltraut Stroh-van Vliet



Theological Education by
Extension in Zambia (TEEZ)
Rev. B.M. Chonge
P.O. Box 23054
Kitwe - Zambia
A f r i c a

X

November 1, 1985

Dear Bennson,

Thank you very much for your letter of September 9, 1985. It was good to hear from you again, hoping that everything is alright with your family and the Programme.

It was a real surprise to me to learn that you are planning to leave TEEZ already after a short period in order to resume academic studies again. That is however quite understandable and certainly of great value for your Church.

What lies in my power I would like to do in order to help you. Before I start to find out financial sources for a scholarship if you don't mind let me ask you some additional questions:

- Do you know already the subject which you want to study more deeply for the best of your Church? In other words where do you think is a real demand for your Church to gain more knowledge and skills?
- Do you think the UCZ will apply in your behalf for a scholarship because your Church wants you exactly to gain more experience and knowledge in a particular field?
- Where are you planning to study, in Africa or Europe, in Asia or the USA?

Whether the Protestant Church in my country provides a scholarship depends much on the need and request of the respective church. Another possibility might be to apply for a WCC-scholarship which I received in 1965/66 for a one year study in the USA. The best way to contact them would be via CCZ. So I hope that something viable can be found.

There is another point which I would briefly inform you about. Last week we have delivered a container which contains among others items a duplicator plus 25.000 sheets of paper for TEEZ which hopefully will arrive in the first half of December. It may be good to contact Mrs. Krisifoe, Lusaka, about it in the middle of November and to get an official import licence in time, otherwise you may face some difficulties.

With best greetings and wishes,
yours,

Rev. Erhard Mische



**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

P.O. BOX 23054 - KITWE - ZAMBIA

Tel: 216615

9th September, 1985

Rev. Dr. Erhard Mische,
GOSSNER MISSION,
HANDJERYSTASSE 19 - 20
1000 BERLIN 41,
WEST GERMANY

Dear Rev. Dr. Erhard Mische,

I send to you warmest greetings,

I write to you now in connection with a possibility of finding a Scholarship to further my studies. I have seriously thought about this matter and my Church U. C. Z. has given me a green light. Infact the approval came at the same time of my appointment as TEEZ Director. I chose to serve TEEZ first for a number of reasons including broadening my scope concerning Church Ministries, Laytraining in particular.

I would therefore be very grateful if your Church/Organisation would offer me a sholarship to do a course leading to a Degree in Laytraining or a degree in Theology. I would like to commence such a course in an Academic term starting in 1987. All my particulars would be provided on request.

I remain sincerely yours,

Rev. B. M. CHONGO.
DIRECTOR.

EVANGELISCHES MISSIONSWERK

im Bereich der Bundesrepublik Deutschland und Berlin West e.V.

PROTESTANT ASSOCIATION FOR WORLD MISSION

ÖKUMENISCH-MISSIONARISCHER WELTDIENST

Department for Ecumenical Mission and Service

Eingegangen

26. AUG. 1985

Erledigt: *[Signature]*

Evangelisches Missionswerk · Mittelweg 143, D-2000 Hamburg 13

Herrn
Pastor Erhard Mische
Gossner Mission
Handjerystr. 19-20

1000 Berlin 41

Durchwahl: 040/4158- 273
Extension:

Hamburg, 22. August 1985
Az.: En/Js

Lieber Herr Mische,

den Empfang Ihres Briefes vom 2. August möchte ich hiermit bestätigen. Sie fragen an, ob wir einen Zuschuß zum Vervielfältiger für das TEEZ-Programm leisten können.

Mir bereitet Ihre Anfrage Schwierigkeiten, da wir unsere begrenzten Mittel lieber für Programme statt für Technologien einsetzen. Andererseits wissen wir natürlich, daß Schreib- und Kopiergeräte für Programme dieser Art nötig sind. Ich habe mich deshalb mit meinem Kollegen vom Referat Kommunikation in Verbindung gesetzt und den Vorgang angesprochen. Aber auch er sieht mit Recht ein Problem im Hinblick auf die Mandatsgrenzen; die Mittel, die Kommunikation zur Verfügung stehen, stammen ja von KED. So möchte ich also abschließend fragen, ob nicht doch andere Quellen für Sie erreichbar sind, bzw. ob das gesamte Projekt nicht billiger angelegt werden kann.

In dem Zusammenhang möchte ich an Ihre Anfrage vom Februar dieses Jahres erinnern. Sie erwähnten ein Workshop-Programm des TEEZ, und ich hatte Interesse an dem Vorhaben signalisiert. Falls Sie inzwischen genauere Informationen dafür vorliegen haben, sollten wir noch einmal korrespondieren.

Mit freundlichen Grüßen

Ihr

[Signature]

Lothar Engel

Herrn
Dr. L. Engel
Mittwelweg 143
2000 Hamburg 13

2.8.1985

Sehr geehrter Herr Engel!

Der Direktor von TEEZ, Rev. B. Chonga, hat uns dringend gebeten, daß wir für TEEZ einen Vervielfältiger und Vervielfältigungspapier kaufen. Diese Bitte ist mir schon im April 1985 anlässlich einer Konsultation der United Church of Zambia mit ihren Überseepartnern vorgetragen worden. Betr. Papier wurden mir damals 25.000 Blatt genannt. Ich hatte zugesagt, daß wir TEEZ behilflich sein werden.

Nun sind wir im Begriff, über die WEM einen Container für Zambia mit Gütern für unsere Projektarbeit zusammenzustellen. Dabei möchten wir gerne 15.000 Blatt Papier und auch den Vervielfältiger verschicken. Als ich mit Herrn Zimmer Prospekte über Vervielfältiger durchging, wurde mir bewußt, daß ein guter Vervielfältiger vielleicht weit über 10.000,-- DM kosten wird. Ich hatte nur mit maximal 4500,-- DM gerechnet.

Meine Frage und Bitte an Sie: Ist es möglich daß von Ihnen ein Zuschuß von 10.000,-- DM bewilligt werden kann. Die Gossner Mission ist finanziell überfordert, so viel Geld für einen neuen Vervielfältiger auszugeben. Auf der anderen Seite sehen wir die Notwendigkeit ein, denn ohne genügend Arbeitsmaterial kann TEEZ nicht in den Gemeinden arbeiten. Wir sind jedoch bereit, bis zu 5000,-- DM für dieses Gerät aufzubringen.

Mit freundlichen Grüßen
Ihr

Anlage

Kopie eines Schreibens von TEEZ

TEEZ
Rev. B.M. Chongo
The Director
P.O. Box 23054
Kitwe- Zambia
A f r i c a

31.7.1985

Dear Benson,

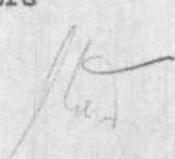
Thank you very much for your reminder on the duplicating paper and the duplicator.

I have not forgotten it, but we want to ship a container with different items which are needed in Gwembe South and which our Team promised to list up. In these days our Team has sent us its wishes and today I have given order to purchase the items which includes 30 rims for TEEZ. In regard to the duplicator I have asked for several estimates of costs because prices are quite different. We hope to ship the container during the first half of September.

As soon as I have received the exact informations I shall let you know about the next steps.

On Sunday I am taking a three weeks leave. In September I am visiting the congregations at Dortmund and Aurich the last place which you know quite well.

With best regards and wishes
in the name of Christ
yours


Rev. Erhard Mische



**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

P.O. BOX 23054 - KITWE - ZAMBIA

Tel 216615.

Eingegangen
17. Juli 1985
Erledigt:.....

BMC/EAM

The Rev. Erhad Mische,
Gossner Mission,
Handjery Strasse 19-20
1 BERLIN 41
WEST GERMANY.

11th July, 1985.

Dear Rev. Mische,

Re-Duplicating Paper & Machine.

Greetings to you all in the name of God.

I am hereby making a special request for duplicating paper and possibly a duplicator.

At the time I am making this request we are just about to use the last stock.

We normally use size A4 papers and assorted colours.

Your board's kind response to this request will be highly appreciated.

Yours sincerely,

B.M. CHONGO (REV.).
DIRECTOR.

pre-paid



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

REPORT TO CONSULTATION, APRIL 1985 - KAFUE

1. INTRODUCTION. It is a way of training Church leaders in all fields in which the church needs workers e.g. Preaching, Counselling, Teaching and Administration etc. The courses are done in groups Home Study and the guidance of a trained Local Tutor in each congregation.

2. TEEZ ROLE IN THE CHURCH. The popularity of this Project is obvious because:

- (i) In this part of the world, the laity plays an important role in the running of the Church and so there is a great need for them to get as much knowledge and skill as possible in order to perform their various ministries in the Church.
- (ii) Much as the church would like its people to be trained, her institutions seminaries colleges, Lay training centres are just too inadequate to accommodate everybody. On the other hand even if we had enough facilities not many people could afford to leave their occupations in order to enter these institutions for considerably long periods. So the required skills do not have to be confined to few places and few people but can be EXTENDED to where people are.
- (iii) The courses we have seem to be the very basic requirement in our Church and are written on the levels of the people we have in this Country. In this country you will agree, we have everybody, the illiterates, those who can read a little in their languages, fair readers (ie with full Primary School education), elites, professionals and graduates.

So TEEZ Courses are prepared in Basic, Standard and Advanced Series. Thanks people who have God-given visions to plan courses like that! (Former ones and Presently Dr. Sales) For these reasons this Project's growth has quadrupled the 1982 figures in terms of study groups, students and trained local tutors.

3. CHURCH PARTICIPATION IN THE PROJECT. The sponsoring Churches are the Anglican, the Churches of Christ, the Reformed Church in Zambia and the United Church of Zambia. Others like the Roman Catholic, the Presbyterian, the Nazarene, the Pentecostal Assemblies of God and the Salvation Army have shown interest in using our courses. The decision to become sponsors is entirely theirs and upon compliance with the Project constitution and Bye-Laws. Some of these we hope will eventually join in sponsorship.

The strength of each Church's participation is shown on attached sheet.

4. FINANCE. My only reason for touching this subject is to thank our donors for their continued support in material, money and personnel. I strongly believe that they do this purely for the love for Church development, not because they have too much to spare. I must also mention here that the four sponsoring Churches are making fairly good contribution considering the financial crisis the Churches in this country are in. This together with fees from students taking courses some operation costs are offset to say, one third. For details I leave to Dr. Sales to elaborate in his capacity as Programme Organiser and treasurer.

I wish to end this part of my report by appealing to our donors to continue helping us basing the help on one of the Christian fundamentals
LET THOSE WHO ARE STRONG HELP THE WEAK.

5. FUTURE PLANS. Two ideas have so far been presented to the Project Committee for consideration as possible steps for this programme to take. These are:

- (i) Exploring the possibility of offering first theological degrees by extension.
- (ii) Preparing Courses for professionals e.g. lawyers, doctors etc with a view to making them relate their knowledge and apply the same in their daily Christian lives.

Since these two possibilities will require knowledgeable personnel and an affiliation of some kind in case number one, the Project Committee accepted these intended steps in principle and asked the staff and a small Committee to do some feasibility studies (including making such suggestions to the donors) and report to subsequent meetings of the Project Committee.

This we will try to do.

Humbly presented

B.M. CHONGO (REV.)

TEEZ REPORT OF STATISTICS: 15/4/85

While this report can be considered accurate as of noon on the 15th of April, 1985, things continue to happen rapidly and we must allow for the possibility that this is compiled at 1200hrs rather than at 1700 hrs.

TUTORS
by Provinces

Province	Total	Ang	CofC	RCZ	UCZ	Pres	RC	Naz.	PAOG	Ind
Central	8	2			5		1			
Copperbelt	209	18	3		183		1	3	1	
Eastern	2			2						
Luapula	43	15			28					
Lusaka	23	9		2	11	1				
Northern	38				38					
N-Western	1				1					
Southern	19	3			16					
Western	10				10					
TOTAL:	353	47	3	4	292	1	2	3	1	0

STUDY GROUPS
153 1st Level, 7 Advanced

Anglican	32
Chs of Christ	4
Reformed Zambia	3
United Zambia	106
Presbyterian	2
Roman Catholic	7
Independent	6

TOTAL: 160

STUDENTS
26 Advanced 976 1st Lev.

Anglican	122
Chs of Christ	39
Reformed Zambia	20
United Zambia	753
Presbyterian	15
Roman Catholic	27
Independent	26

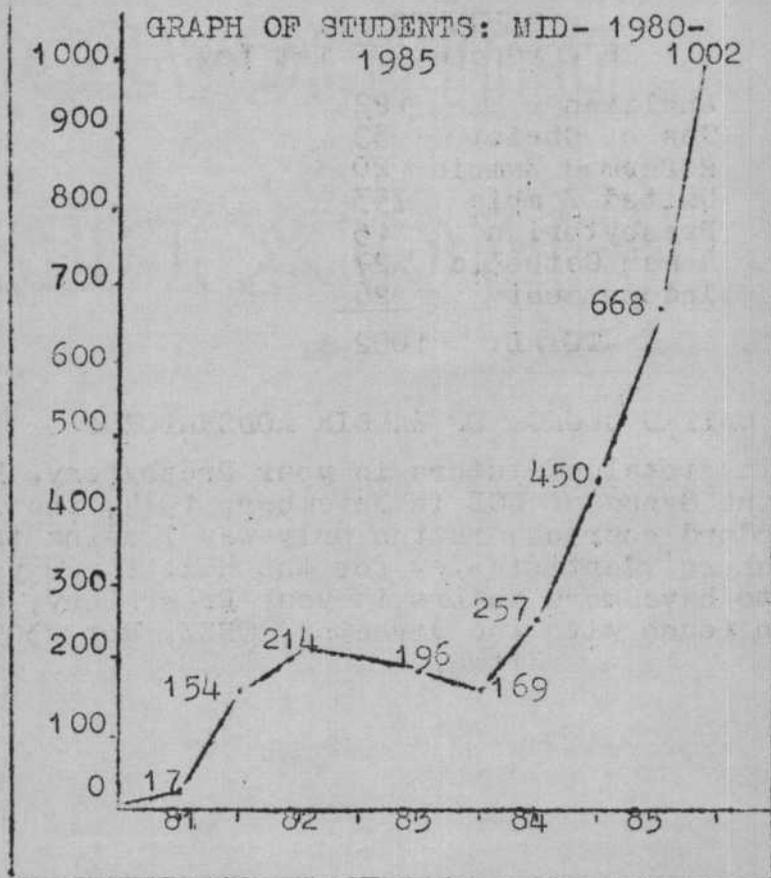
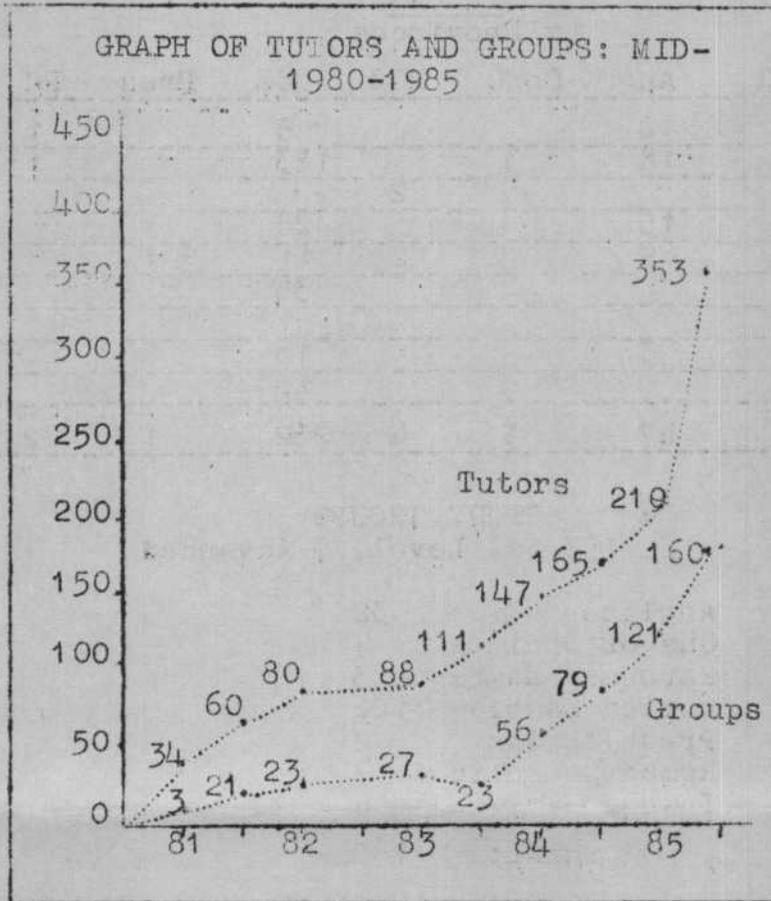
TOTAL: 1002

AN APPEAL TO UNITED CHURCH OF ZAMBIA MODERATORS:

Please note the total of tutors in your Presbytery. By a decision of the Synod of UCZ in November, 1984, the TEEZ Basic or Standard courses are the only way leading to the UCZ Lay Preachers' Certificates for the next three years. If you wish to have more tutors in your Presbytery, you should get in touch with the Director, TEEZ, Box 23054, Kitwe.

EEZ Statistical Abstracts
14-4-1985

These figures and diagrams summarising the years 1980 to 1984, five years, are presented for your information.



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA
P.O. BOX 23054, KITWE

FINANCE REPORT TO CONSULTATION
AND DONORS TO TEEZ
15 April, 85

Introduction:

Our audited report of finance for 1984 showed the TEEZ to be in a very healthy financial state. This is partly true because we have done some very pinch-penny things in the past, such as refusing to purchase envelopes when used envelopes will do, using 'found' carbon paper, refusing to invest in a telephone and the like. Some of these economies work very well when you have a constituency of only 200 or so, but the most recent figures indicate that we have grown enormously in the last twelve months and must begin to act the part. It also conceals some distinct 'soft spots' which, while they affect other institutions in Zambia as well, have a particularly threatening look to TEEZ as we shall show.

A Brief Historical Look:

TEEZ now has a history. Started, in some senses, in 1978-9, our real financial history dates from 1980, and even then most of the expenditures were 'starting up' costs. Still, some comparisons of the 1980-1984 expenditures and incomes may be useful.

OPERATIONAL INCOME: 1980-84

Source	1980	%	1981	%	1982	%	1983	%	1984	%
Overseas	K8476	83	10893	75	14910	87	18974	89	17400	69
Local	1936	17	3548	25	2291	13	2454	11	7843	31
	<u>10412</u>		<u>14441</u>		<u>17201</u>		<u>21428</u>		<u>25243</u>	

(Table 1)

In the first two of these years, unusual gifts were received from local sources, not to be repeated. From 1982 onward, the local source revenue came largely from fees and services (such as duplicating for others). A very healthy sign is that last year we managed to raise 31% of our total operating cost in this way. From fees alone in 1985 we have already received K1975 in the first four and a half months. This amounts to roughly half of our running costs in the same period.

However, as the next table shows, our costs have been erratic and administration continues to take the largest single chunk out of the budget.

RUNNING EXPENSES: 1980-84 (Table 2)

Cause	1980	%	1981	%	1982	%	1983	%	1984	%
Administration	2163	46	9780	71	10285	72	16230	83	14176	71
Printing costs	1036	22	1606	12	2037	14	1508	8	1302	6.5
Translation	-	-	-	-	65	-	390	2	980	5
Tutor-training	-	-	1439	10	93	1	517	3	978	5
Other & Misc.	1523	32	936	7	294	2	398	2	740	4
Transport	-	-	-	-	1588	11	612	3	1804	9
	<u>4722</u>		<u>13761</u>		<u>14362</u>		<u>19655</u>		<u>19982</u>	

Table 2 shows that administrative costs climbed continually until they reached a peak in 1983 and then dropped in 1984. That is because in 1984 we had only two full-time employees for the whole year, the new Director only coming in in July. Transportation costs increased dramatically with the devaluation of the Kwacha, and the first repairs on the vehicle bought in 1982. Thus far in 1985 the actual (not counting secondments) bill for administration is K1535, but will increase in the next two-thirds of the year, with increments coming due in the second half of the year.

Both Table 1 and 2 reflect different hands keeping the books. They were audited in 1983-4 and sums previously charged to local income were used to offset printing and transportation costs. Two comprehensive insurance bills were paid in 1984, falsely showing the 1983 transport cost to be very low. "Other and Misc" includes electricity, rates, telephone and postage, most of which could just as well be termed administration costs.

B. The 1984 Audited Statement

£6000 of the donations from overseas (UCBWM) represented the secondment of the Programme Organiser and is not included as foreign income, in Table 2. Still looking at "Payments and Receipts", under "Payments" the typist wrote "Interial Training" which should read "Tutorial Training".

On the "Balance Sheet" a word of explanation is very much needed. The December TEEZ meeting voted that the treasurer should set aside the K15,000 for the final payment to Mindolo for the Director's house, and make a new account for depreciation (no account having been set up until now). This would have accounted for K20 000 of the £27,717. But the signatories could not be located for the opening of new accounts and the money perforce remained in the current account. Of the £7,717 remaining, more than £2,000 is still needed for equipping the Director's house when he moves in. The nett balance which should have been in the books in the current account on 31st December was about £5,000, had Mindolo completed the house on schedule. To date they have not yet completed it and the Director is now living, as he has since his arrival in 1984, rent-free, in a three-bedroom Mindolo house.

C. Soft spots

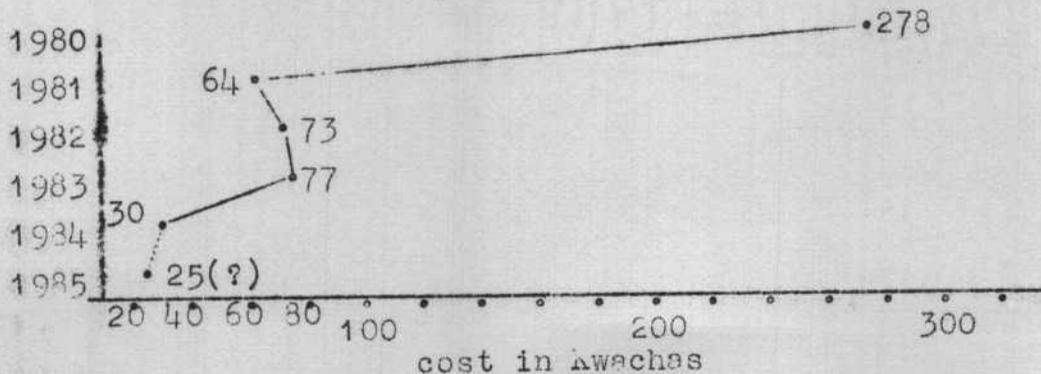
TEEZ has been working very well and finding it smooth going until now, thanks to the generosity of donors. However there are some problems, foreseen in earlier letters and notices, that are coming now to the forefront. The duplicator, upon which we rely for our entire existence, is wearing badly and we were without it for a full two months. We have asked that in 1985 someone either make us a substantial grant for a replacement Gestetner machine or help us to obtain one. We have word that machines are available in Botswana for about P1000. If a donor could buy one, we would be very quick to import it. There are virtually no spare parts for duplicators in Zambia and the local Gestetner service sells only ink. Our present machine could be kept as a stand-by and source of spares.

The second soft spot is in regard to paper. As many of you may know, duplicating paper obtainable in Zambia is glossy on one side and sells for about K20 a ream when it can be bought. TEEZ has been gloriously fortunate to have had a grant of 1000 reams of paper in 1980. We are in correspondence with S.P.C.I. now about the possibility of getting another 500 reams from them in 1985 but so far there has been no promise. The growth of the Project means that at present our stock is down to 150 reams. This we will almost sure use up in 1985. To buy it here (and get low quality) would cost us K10,000 if we could buy it at all. Our success is costing us dearly in paper stocks. If one or another of our donors could help with these negotiations it would be worth a great deal to the TEEZ.

Production costs will mount even if we have a new duplicator and paper. The cost of ink has trebled in two years and the cost of stencils has gone from K15 a box to K40 today, when we can get them. We gave notice to the Project Committee that we would have to increase the prices of our courses from 1986. It is a painful prospect because our low cost service is something we treasure. Further increases are probably coming.

Because of these increases we do badly need the continuing support of our overseas donors. Table 3 shows the per-student cost as it has progressed, combining enrolment figures with costs.

COST PER STUDENT PER YEAR:
1980-(1985 est.)



(Table 3)

But if our prognosis proves correct, the TEEZ will have to work harder to balance our own budget. At present our income per student is only K5.69 in the first four months of 1985. So an increase in fees is our only recourse.

D Future Funding

The Director, Rev. Chongo, has outlined two potential new thrusts for TEEZ in future. The graph above shows that it takes about five years from the first organising of a new thrust for it to settle into a continuing pattern. At present it seems that for 1985 and 1986 we may be levelling off and consolidating the present costing structure. But by 1986-7 you may find that some new and interesting possibilities are developing and we hope that you will be keen to support them. The network of tutors and experience in conducting groups is growing and becoming solid. It should make the next phase of development that much easier and bring results quicker.

Meanwhile we foresee, if the duplicator and paper continue to be supplied, that translation of courses and the gradual expansion of both the network and use of TEEZ courses will keep the office staff very busy. It may be necessary to add a person to the staff before the end of 1985 to assist Mrs Mwelwa with production to keep pace with the expansion of student-groups. But, thanks to you, TEEZ looks to be finding its place firmly in the supporting churches.

Respectfully submitted:

Richard W. Sales, treasurer

T E E Z

Receipts and Payments Account for the year 1984

	<u>Actual</u>	<u>Budget</u>
	<u>1984</u>	<u>1984</u>
<u>RECEIPTS</u>		
<u>Donations</u>		
Christian Church Disciples USA - \$1 010	1 595.59)
Church of Scotland	1 500.00)
United Church of Canada \$3 000	2 170.96) 25 500
SPCK UK	1 705.00)
Methodist Church UK £1 000	2 128.63)
United Church Board WM USA	6 000.00	6 000
United Church of Zambia	<u>3 000.00</u>	3 000
	20 100.18	
Course Fees	2 258.00)	
Book Sales	399.60)	2 500
Interest on Savings	<u>2 186.18)</u>	
	<u>25 243.96</u>	<u>27 000</u>

PAYMENTS

Salaries, wages, rent, etc	14 176.30	30 000
Printing, stationery, office exp.	1 302.9	1 000
Transport	1 803.91	1 900
Internal Training	978.35	3 000
Translations	980.10	2 000
Electricity, water, rates	491.40	600
Telephone & Post	230.87	300
Sundries (inc Dep)	<u>19.50</u>	<u>1 200</u>
	<u>19 982.62</u>	<u>40 000</u>

Surplus for the year 1984 K5 261.34

Deficit Budget 1984 K13 000

T E E Z

BALANCE SHEET AT 31 DECEMBER 1984

General Fund

Balance at 31.12.83		44 687.14
Add Capital Donation for house United Church of Canada \$10 000		13 585.46
		<hr/>
		58 272.57
Add Surplus 1984		5 261.34
		<hr/>
		K63 533.91
		<hr/> <hr/>

Represented by --

Office Building as at 31.12.83	18 339.82	
Office equipment	726.67	
	<hr/>	
	20 066.49	
Half payment on house to MEF	15 000.00	
Refrigerator	650.00	
	<hr/>	
		35 716.49
<u>Balances at Banks and in hand</u>		
Current Account	27 717.42	
Petty Cash Float	100.00	
	<hr/>	
		27 817.42
		<hr/>
		63 533.91
		<hr/> <hr/>

NOTE K15 000 is due to MEF for the second and final payment on a long lease for a house on the campus which will remain the property of MEF.

Members of the Theological Education by Extension in Zambia
Committee Kitwe

I have examined the vouchers the annexed Balance Sheet and Receipts and Payments Account for the year ended 31 December 1984 and in my opinion, the accounts present fairly the state of the organisation's financial affairs and of its surplus of income over expenditure for the year ended 31 December 1984.

Muriel Sanderson (Mrs)

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

MINUTES OF THE 18TH MEETING OF THE PROJECT COMMITTEE

HELD IN TEEZ OFFICE, ON 15TH MARCH, 1985, AT 14.00 HRS.

PRESENT:

ANGLICAN : Bishop J. Mabula - Mufulira
Bishop C. Shaba - Ndola
Fr. M. Bullock - Luanshya (Ang. Organiser)
Fr. J.M. Dimas - Mufulira
Fr. C. Helms - Kitwe (Observer)

CHURCHES OF CHRIST : Mr. A. Katumba - Mufulira
Mr. C. Woodhall - Kitwe

UNITED CHURCH OF ZAMBIA : Rev. W.B. Dalrymple - Kitwe (Chairman)
Rev. Margaret Millar - Kitwe
Rev. Dr. K. Davies - Kitwe
Mrs. N. Sales - Kitwe
Rev. B.S. Chuba - Kitwe (Secretary)

STAFF : Rev. Dr. R.W. Sales - Kitwe (Programme Organiser)
Rev. B.M. Chongo - Kitwe (Director Elect)
Mrs. E. Mwelwa - Kitwe (Production Organiser)

APOLOGIES : Rev. E. Lumbama - Kitwe (In Lusaka)
Rev. P. Bwalya - Kitwe (In U.K.)
Mr. J. Phiri - Kitwe (In Lusaka)

OPENING Mr. Katumba opened the meeting with prayer.
Dr. Sales welcomed the members.

ELECTIONS : The following were elected as Office Bearers for 1985.

Rev. W.B. Dalrymple - Chairman
Rev. B.S. Chuba - Secretary
Rev. Dr. R.W. Sales - Treasurer

APPOINTMENTS : The following were appointed on TEEZ Staff.

Rev. Dr. Sales - Programme Organiser (reappointed)
Rev. B. Chongo - Director (Confirmed with immediate effect after acting for 9 months)
Mrs. E. Mwelwa - Production Organiser (reappointed)

CONFIRMATION OF MINUTES:

Minutes of the 16th and 17th meetings of 6th July and 7th December 1984 respectively were received as correct records.

MATTERS ARISING:

TEEZ/84/37 : Stencil Purchase. The Programme Organiser reported that a purchase for K576.00 had been made.

MINUTES OF THE 18TH MEETING OF THE PROJECT COMMITTEE (CONT.)

TEEZ/84/38: Housing for Director. The Programme Organiser reported that he had continued the negotiations for the MEF. house. Rev. Chongo was still living in the Chaplain's house, waiting to be told to shift into a new residence. It was agreed that unless the new house would be made available for occupation before September 1985 the K15,000 yet to be paid towards perpetual rentals be deposited into the fixed deposit account to earn interest for TEEZ.

TEEZ/84/43: Future Projects for TEEZ. Rev. Chongo reported on what he had suggested could be the projection of TEEZ developments on the two major alternatives, namely

- (a) Further Theological Training Courses leading to degree work.
- (b) Professional Oriented Courses in Theology, relating to practical issues in students' own fields of work.

On the question of accreditation the director explained that an institution possibly outside the country could be asked to offer degrees for the first alternative, and that they would consequently offer the course materials, while other overseas agencies would be asked to offer financial assistance. It was not immediately known what the duration and the possible size of courses would be. But he cited Nigeria and Kenya as examples where similar courses are being done under TEEZ.

Concerns were also given on the possibility of finding personnel locally, and the fact that a Competent Project Personnel in each alternative would be required on spot to steer the projects to success.

It was finally agreed that considerations be given to all the two alternatives without option, but that before any vote is given on the matter the present TEEZ staff, with co-opted members, conduct a feasibility study of the proposals, and report back to the next Project Committee Meeting. Meanwhile the TEEZ member Churches should discuss the two alternatives and their feasibility, for a feed back.

TEEZ/84/44: Signatories. It was agreed that the Chairman, Secretary, Treasurer and Fr. C. Helms be authorised as Signatories for TEEZ accounts.

NEW BUSINESS:

TEEZ/85/1 Consideration of Bye-Laws to Constitution. The appended bye-laws were proposed by the Programme Organiser and unanimously accepted.

TEEZ/85/2 Directors Report. And the Production Organiser's Report. Rev. Chongo reported no change in staff and property of TEEZ. Out of the total number of 881 students as per last report 29 have since graduated 2 have abandoned the courses leaving the total of 850 students. There were 300 trained tutors for 146 groups on record.

MINUTES OF THE 18TH MEETING OF THE PROJECT COMMITTEE (CONTINUED)

Mrs. Mwelwa presented her report on Production and translation. The reports were duly received.

TEEZ/85/3 Report on Tutor Training Courses. Rev. Chongo reported on Courses for tutors in Lusaka for 7 UCZ and Anglican (14-16 December, 1984) Kitwe for 53 UCZ (8-10 February, 1985) and Mufulira for 27 UCZ (2-3rd March, 1985). 79 out of 87 tutors qualified.

It was agreed that the successful graduates be confirmed as accredited tutors.

It was further agreed that in future the responses to denominational requests for courses be extended to other denominations so as to make the courses interdenominational instead of holding them separately as was the case.

TEEZ/85/4 Programme Organiser's Report. Standard Series Progress: The report was presented and received. It was explained that Course E141 Biblical Doctrine, based on the Apostles Creed has two study Guides; one on the UCZ Constitution and the other, 'Anglican Worship'. Course E151 Church Administration will have its Study Guide on "How to lead Church Meetings". Basic Series Progress: Four of the five courses were reported completed. The Organiser reported on the New Courses, all stencilled and available except Courses E140 (not available) E141 (not available except Biblical Theology 2/3), E151 and E50.

TEEZ/85/5 Finance - Auditor's Report. Mrs. M. Sanderson's Audit report was received with thanks.

She indicated that this kind of organisation had the problems of financial control which the staff is aware of and were prepared to institute effective financial controls.

TEEZ/85/6 Finance - 1986 proposed Budget. The Projected ^{budget} 1986 was presented by Dr. Sales - and accepted as appended.

TEEZ/85/7 Finance - Local Funding. The matter was discussed extensively in 1984. The Programme Organiser informed the Committee that due to increased production costs there would be need to ask member Churches for more local funding. It was therefore agreed that Rev. Lumbama be asked to form up a small sub-Committee to investigate the possible means of local funding, and to report the findings to the next meeting.

TEEZ/85/8 Transport Policy. It was agreed that a Sub-Committee be formed to formulate a transport Policy for TEEZ vehicle(s), and that Rev. Lumbama, Mr. J. Phiri and Bishop Mabula be on the Sub-Committee.

TEEZ/85/9 Training of Tutors - Duration. It was agreed that the question of whether the period of two days was long enough for tutor training be discussed at the next meeting.

MINUTES OF THE 18TH MEETING OF THE PROJECT COMMITTEE (CONTINUED)

TEEZ/85/10 Dr. R.W. Sales - Completion of Service Notice. Dr. Sales informed the committee that it would not be possible for him to return after his leave, for family reasons. His 3 year term of contract ends on 1st September 1985. The Committee accepted this with regret and deep appreciation to Dr. and Mrs. Sales for their great service to TEEZ in particular.

TEEZ/85/11 Date of next meeting. The next meeting was scheduled for 19th July 1985 at 14.00 hours, at TEEZ Office.

The meeting was closed at 16.50 hours with a prayer by Bishop Mabula.

B.S. CHUBA
SECRETARY.

Signed: _____
W.B. DALRYMPLE.
CHAIRMAN.

Date: _____

THE BYE-LAWS PROPOSED AFTER ADOPTION OF THE CONSTITUTION

1. That the Affiliation Fee for New Members shall be set at K200.00.
2. That the Annual Subscription for Members shall be at the rate of K10 per thousand Church members with a maximum of K200 per annum.
3. Officers of the Project Committee shall be a Chairperson, and a Secretary. The Secretary may be an Ex-Officio member.
4. Proxies: There shall be provision for Proxy members of the Project Committee in the event that a regular Representative is unable to attend. Proxies should be chosen by the Member and the names forwarded to the TEEZ.
5. The Project Officers at present shall be:
 1. Project Director (and Co-ordinator)
 2. Programme Organiser
 3. Production Organiser
6. Capital Inventory for TEEZ includes:-

Gestetner Duplicator	value K750	property of	Gossner Mission
Brown Wooden desk	40		UCZ
Metal Desk	190		UCZ
White Wood desk/shelf	100		ZAC
Typewriter and desk	250		UCZ
Blue metal chairs	25		UCZ
Set of Curtains (SU flat)	50		UCZ
White cupboard	50		UCZ
Bookcases	60		UCZ
IBM Electric typewriter	2000		UCZ
Tables, portable typewriter	250		UCZ
Office Building	20000		UCZ
Steel shelving (Office)7	1000		UCZ
Office curtains (4 prs)	100		UCZ
Black stacking chairs (10)	400		UCZ
Filing cabinet	50		UCZ
Toyota Hilux Car	10000		UCZ
Director's house	15000		Mindolo Ecumenical Foundation

Assets include:-

Paper supply (390 reams)	5850
Materials prepared	10000
Books	2000
(Complete inventory to be kept and up-dated annually)	

7. The Annual General Meeting will name a Treasurer, who may be a staff person, and approve signatories on TEEZ accounts.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA
1986 BUDGET

EXPENDITURE:

A. <u>Personnel</u>	1986
Director: Salary and Allowances	4000
Production Organiser	3650
Caretaker:	800
Other: Research Ass/Intern	1800
Person supplied by (Anglican)	
	10250
B. <u>Office and Administration</u>	
Maintenance and Utilities (rates)	1000
Telephone and Postage	1500
Stationery and Equipment	3500
Depreciation/replacement	3000
	9000
C. <u>Programme Costs</u>	
Transport/registration and Insurance	3500
Local Tutor Training/research	2500
Translation Work	3000
Books and sundries	200
	9200
D. Contingency @ 5%	1422
TOTAL EXPENDITURE	K 29872

INCOME:

A. <u>Local Sources</u>	
Fees and Books	6000
Church subscriptions	800
Personnel; United Church	2500
Personnel; Zambia Anglican Council	
	9300
B. <u>Overseas Partners</u>	
Christian Church/Disciples	2500
Methodist Church UK	3000
SPCK UK	
United Church of Canada	2500
Church of Scotland	2500
	10500
Other grants to be negotiated	10000
TOTAL INCOME	29800

TEE2 Evaluation + Planning Seminar

30. - 31. 3. 1985

Saturday

13.00 Lunch

14.00 Prayer, Song

Introduction of participants (including preaching experience, tasks in congregation) and programme (who preaches on Sunday?)

14.30 - 15.30 Evaluation

15.30 - 16.00 Teabreak

16.30 - 18.00 Evaluation

- a. In which way did TEE2 help me?
- b. What do I find difficult in preparing a sermon?
- c. What do I find difficult in preaching?
- d. Which bible passages do I find easy / difficult to preach?
- e. Which comments did I get from the congregation?
- f. What did I learn from preaching for my own faith?

[who preaches on Sunday?]

18.00 supper

19.00 special meeting for Kanchindu group

19.30 Film + Discussion

Mische

salary

Ba Vickson
basic K150
hous.all. K130

$180 \times 12 = 2,160$

Ba Syabbalo

last year 230

This year $240 \times 12 = 2,880$

60% of 2,880 = 1,728

TEES
Expatriation + Pension
Commiss

31.3.1982

[Faint handwritten notes and bleed-through from the reverse side of the page, including phrases like "participate", "independ", "work", "expenses", "participate", "independ", "work", "expenses", "participate", "independ", "work", "expenses"]

E. Mische

Rev.
Beson Chongo
P.O. Box 23054
Kitwe
Zambia

March 23, 1985

Dear Benson,

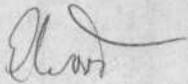
before taking a two weeks leave I want to inform you that I am coming to Zambia again on the 12th of April 1985 until the 8th of May. First I am going to Gwembe-South in order to meet with our people down there, after that I am participating in the UCZ Consultation at Kafue.

Later on there is hopefully some time left to see you and talk with you again.

From your latest newsletter I learnt that the Writers Workshop is taking place at your place in April. Maybe afterwards there is an opportunity for an arrangement.

It is good news to hear that TEEZ is on its way to be accepted and being asked for. Certainly your work will help so many congregations to organize themselves better and to become trained to preach and understand the gospels within their social and cultural frame more adequately.

Please, convey my warmest greetings to your family and Dr. and Mrs. Sales in Christ



May the message of Christ's resurrection give us strength and steadfastness for life against all kinds of evil, powers of death and destruction.

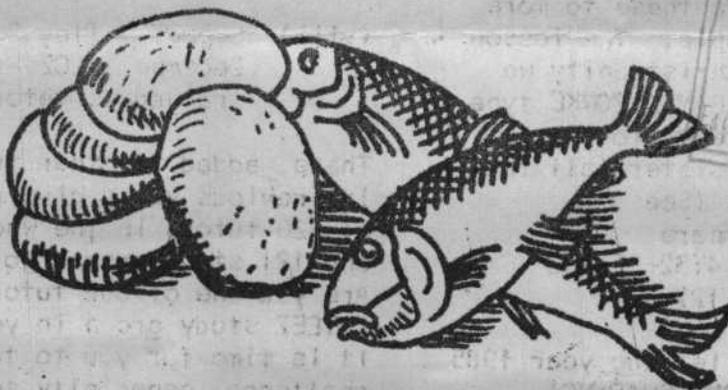
THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

January
1985

newsletter

Issue
6



sharing the Bread of Life

NEW YEAR WISHES AND GREETINGS

To All Sponsoring Churches, Tutors,
associates, partners and well-wishers.

We, the members of staff here at
TEEZ office (i.e.)

Mrs. E. Mwelwa, Secretary and
Production Organiser

Mr. Puluba, Caretaker

Rev. Dr. R.W. Salas, Co-ordinator
Curriculum

Rev. B.M. Chongo Director
send you our warmest New Year
greetings and deepest well-wishes.
First and foremost let us be on our
knees to thank our creator God for
sustaining us protecting and guiding
us through out the year past. In his
abundant love, he has brought us
safely into this year. We fail
to thank God enough for his kindness.
All we can do is to turn this year
into a year of service to our fellow
human beings and in so doing we serve
God. Each morning when we pray, let
us ask the Lord to show us at least
one thing to do for his creation and
in the evening let us thank him for
having done his will for his world.

The second thing we need to do through-
out this year is to try to practise an

REVIEW OF THE YEAR 1984

The year 1984 saw TEEZ conduct 8
tutor trainings as follows:

- (i) Mansa, 24-27th April, Anglican
and UCZ, 18 people were
trained as tutors.
- (ii) Kashinda, 13-15th July, UCZ,
22 people were trained as
tutors.
- (iii) Mindolo Ecumenical Foundation,
7-19th August, this was a
tutors and a writers stage 1
Workshop, 15 people were
trained. These included two
from Malawi's Theological
Education by Extension
Programme known as TEEM.
The rest participants were
drawn from the Anglican,
Church of Christ, Nazarene,
Reformed Church in Zambia,
Pentecostal Assemblies of God
in Zambia and the United Church
of Zambia.
- (iv) Lusaka 1, 24-26th August,
Anglican, UCZ and Presbyterian
Church, 7 people were trained
as tutors.
- (v) Kitwe, 24-26th September, UCZ,
20 people were trained as

.2/....

NEW YEAR WISHES AND GREETINGS CONT.

attitude of sharing things, spiritual and material, with God's people who also are gifted in one way or the other.

Our picture above has the message "Sharing the Bread of Life". Jesus taught his disciples not to be selfish and eat all the five loaves and two fish alone but to share these to more than five thousand people! The lesson here is this that in Christianity we do not have to be the BAMBA ZONKE type of people, but to be ready to share with our brothers and sisters all that we have. I MEAN ALL. (See Mark 6:32-44, also compare Exodus 18:13-27, Acts 4:32-35 and 1 Corinthians chapter 12)

We in TEEZ are saying, Let the year 1985 be a YEAR OF SERVICE AND SHARING!

B.M. CHONGO (REV.)

FORECAST FOR THE YEAR 1985

When a new year comes, it brings with it hopes and expectations. This happens in all walks of life, private, business and development. In Christian life, we ask the Lord to plan with us and help us to implement what we have planned.

In this year we have entered, we intend to do the following:

- (i) a. Upon the approval of the sponsoring Churches and Overseas Partners we want to move a step forward to be able to offer courses leading to the first degrees in Theology. This, we strongly feel will bring many advantages to the Zambian Church in terms of money whose lack of is a great hinderance. The other advantage will be that the people concerned will continue to be of service to their respective Churches, whereas they would be missed for the

REVIEW OF THE YEAR 1984 CONTINUED

tutors.

- (vi) Gwembe Valley, 5-7th October, UCZ, 5 people were trained as tutors.
- (vii) Lusaka, 14-16th December, Anglican and UCZ, 7 people were trained as tutors.
- (viii) Gwembe Valley 2, 16-18th December, UCZ, 4 people were trained as tutors.

These, added to other tutors trained in previous years give us a total of 220 tutors in the whole country and 121 study groups going on. Are you one of our tutors? Is there a TEEZ study group in your Congregation? It is time for you to take the challenge, especially so because now we can conduct a tutors course in the district even at the request of one of the participating Churches, as long as people with determination and the call to teach others are given this opportunity because it costs the Project alot of money to run a tutors course and also it costs the Local place something. It is for this reason we are appealing to Church Leaders to nominate men and women who will be extremely productive after they are trained.

Let us end by giving you another challenge. There are 220 tutors but only 121 study groups. Why aren't there 220 study groups? The answer is simple. It means some tutors have not yet conducted any study group since their training. To them we say it is time to form one. NOW IS THE DAY..... To those who have already had even more than one, we say congratulations and please keep it up, to the GLORY OF GOD.

B.M. CHONGO.

FORECAST FOR THE YEAR 1985 CONTINUED

same period if they were to go Overseas.

If other countries have offered degree courses by Extension we see no reason why we cannot do it in this country. We hope members of the Project Committee will come with a positive approach to this issue when they sit on 15th March, 1985.

- b. Other suggestions have also come that TEEZ may also have courses for professional men who at the moment feel to be neglected by the Church. The same feeling applies to our youth (see Rev. Sales comment in last paragraph under title Course Development)

(ii) We are expecting to conduct several tutors courses in many places. Some districts on the Copperbelt having heard that we are ready to conduct a tutors course at the request of one of the participating churches in an area, have indicated their willingness to invite us. We have no objection to those who want to do it jointly. In the first quarter of the year we are likely to run such courses in Kitwe and Mufulira who have already invited us and possibly Chingola.

(iii) TEE Writers Workshop. This is expected to take place at Mindolo Ecumenical Foundation in April. It will be on Pan African level and its major objective will be to begin to motivate people in Africa to begin to write TEE material in an African context. Theological Education by Extension is becoming widely one of the ways of training Church Leaders in Africa. If so then Africa must be ready to provide and write her own material so that those

COURSE DEVELOPMENT, JANUARY 1985

In the Basic Series of courses, all those in your Prospectus are complete except the very last one, 51. They can be chosen and used in English when and as you need them. The last one, on the Constitution of UCZ and 'How to lead Church meetings', will be completed by mid-1985 so they will all be ready by the time you finish a course that starts now.

The Standard Series of courses suitable for supplementary priests, for lay ministers and evangelists, and for lay persons who are readers, also has four completed courses, 130, 131, 140, and 150. However, as I have been planning for 141 and 151, I realise that the courses themselves ought to be administration and doctrine, and the study guides will be leading church meetings for administration, and 'church order' (UCZ Constitution and Anglican church) for the doctrine course. So, in the 1985 Prospectus, when it comes out, these courses will look like this:

- 141 Biblical Doctrine (for 1985, first quarter)
With a study guide each for UCZ and Anglican churches (UCZ Constitution, Anglican Church Order)
- 151 Church Administration (1985, mid-year)
With a study guide on 'How to Lead Meetings'

We now expect that all of the courses in both Series will be available by the second half of 1985 in English. Please note that vernacular translations are slower and entail several more steps than the English originals. See Mrs. Mwelwa's article for details.

Recently, several people have been suggesting a special TEEZ course for youth. We have not made plans for it as yet, so if you have any suggestions, there is plenty of time to do so. If we were to produce such a course, would you find it useful? And if so, what would you like to see included in it?

FORECAST FOR THE YEAR 1985 CONTINUED

rich cultural and traditional values would be quoted as examples in making Theology be understood as something African too. You cannot expect someone from the West or East to mention the Nsaka education, Imbile or Icbwanse as things we could use to understand some of our Lords teachings.

If we are going to leave this in the Western or Eastern hands and not Africans then let us not blame them if they called our rich and communal ways of life, culture and tradition as heathen and pagan or let African values be written in a hear-say and contemptuous form. Are we to continue to understand theology only in examples drawn from picnics, cinemas and museums? This is not the fault of our Western friends because they quote examples from the world they live in, no matter the irrelevance in an African village Church.

I am only being real, nothing else...

PLEASE MOTHER AFRICA RISE UP TO THE CHALLENGE!

B.M. CHONGO.

AWARDING CERTIFICATES

You may be interested to know that after a tutor-training in the UCZ Kitwe Consistory, the Consistory had a special ceremony to award Tutors' Certificates to the new tutors. Formal recognition of the work people are doing is a good thing and helps tutors to have the respect they need to organise and operate groups. Another useful idea might be, as is done in some Congregations, to award Certificates to those who have completed a course of study in a Sunday service. We recommend it because it shows people who have done the work and prepares them for the leadership and new skills those people have gained. It also encourages others to study as well.

R.W. SALES, PROGRAMME ORGANISER.

COURSE DEVELOPMENT, JANUARY 1985 CONT.

Write me any suggestions you have.

Richard Sales, PROGRAMME ORGANISER.

PRODUCTION AND TRANSLATIONS

We have the following Courses in Vernacular Languages:-

(i) COURSES IN BEMBA:

- B30 Complete and ready for use
- B31 Complete and ready for use
- B40 Translating is finished, but not typed yet.
- B41 First Workbook is translated
- B130 4 Workbooks are ready to use, 2 are not typed yet.
- B131 Translating finished, but not typed yet.
- B140 Not yet ready
- B150 5 Workbooks translating finished Workbook 6 is not yet finished.

(ii) COURSES IN NYANJA:

- N30 Is being typed, by the end of January it will be ready for use.
- N40 Is being translated by Mr. Zulu in Lusaka, one of the Anglican Tutors.
- N130 Is being translated, not finished

(iii) COURSES IN TONGA:

- T30 Is completed and ready for use I hope someone will agree to translate other Courses in this language.

(iv) COURSES IN LOZI:

- L30 Translated and ready for use.
- L31 2 Workbooks finished translating
- L130 4 Workbooks ready for use
- L131 Translation finished, but not typed yet.

E. MWELWA (MRS)

UCZ CHOOSES TEEZ

In the November Executive of the UCZ Synod, it was voted that for the next three years, as a trial period, TEEZ Series of Courses would be the only Lay Preacher Training recognised by that church. TEEZ Basic Series of courses is designed to meet all of the criteria for lay preacher training in that Church. The TEEZ Standard Series meets all the same needs and goes further, to prepare people for positions like trained evangelist and supplementary priest and Local Minister.

Those who have gotten part-way under an old system of training, are encouraged to take the remainder of their lay preacher preparation through the selection of courses that cover the parts they have not completed.

Do not think that it is only UCZ who have required TEEZ courses for Church leadership. Bishop Mumba of Lusaka has told his laity they must also take TEEZ courses in preparation for leadership in the Anglican Church.

R.W. SALES, PROGRAMME ORGANISER.

MR. PULUBA ATTAINS 79.

Mr. Puluba also known as Eleven Ching'andu the Care-taker celebrated his 79th Birth Day on 15th October, 1984.

We thank Mrs. Sales who made a Cake for him which made us sit at the table to congratulate Mr. Puluba.

At the age of 79 Mr. Puluba is going on well, looks fit. He is punctual, loyal and dedicated to his duties. Those of you who visit our premises know this. Join us please in wishing Mr. Puluba good health and many more happy returns.

E. Mische

Rev. B. Chongo
TEEZ
P.O. Box 23054
Kitwe
Zambia

January 16, 1984

Dear Benson,

many thanks for your greetings and the copies of your report which you have handed in to the CCZ. I appreciate this very much because we have not yet receive any report from your side.

We are very thankful and happy that all of you have returned savely. The summary of your observations is quite interesting for us who live within our society and try to deal with the various challenges and social streams.

It is good to hear that you have taken the initiative to assist the CCZ by formulating some new projects. Some days I would like to know the reaction of the CCZ whether it accepts your group to become a standing Committee or not. And I am much interested to hear what kind of projects you have in mind when you mention them in your report.

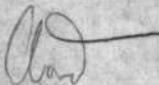
The group of young people from Dortmund which you did not meet has to postpone its tour to Zambia until 1986.

Dr. Sales certainly has informed you that you can expect financial support from our side to put you into the position to organize the workshop for the African authors who produce TEE-material.

I am planning to visit Zambia in April/Mai for three weeks. Perhaps there may be a chance to meet again.

With my family I have had quiet Christmas days so we could relax from the stress of the last year.

Best greetings and wishes for 1985
in the name of our lord Jesus Christ
yours



please, forward my best regards to your family and Mr. and Mrs. Sales



**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

P.O. BOX 23054 - KITWE - ZAMBIA

27. 12. 84.

Pastor Erhad Mische
Gossiner Mission
Berlin - west.



Dear Rev. Mische.

I greet you in the name of God, and I hope you have enjoyed Christmas festivities in your church and in your country. I have enjoyed the same.

I do guess that you are wondering as to why you have not received a report from me especially if the Christian Council of Zambia has not sent you any.

Well I wrote a report just a few days after we arrived and upon instruction I sent the same to CCZ who promised to send some copies to you. Until now, CCZ has not advised me whether some copies have been sent to you.

I therefore enclose some three copies for your use.

Greetings to all Christian there

I am sincerely yours,
Bill Chongo (Rev)
Benson

REPORT TO THE CHRISTIAN COUNCIL OF ZAMBIA ON OUR TOUR TO GERMANY (5 WEEKS)

1. GROUP COMPOSITION

- (i) Lomutunzi Jere
- (ii) Japhet Ndhovu students in agriculture at the University of Zambia and in Theology at Justo Mwale College respectively. Both are members of the Reformed Church in Zambia.
- (iii) Mrs Saisila Beyani
- (iv) Mrs Agnes Banda deaconesses, full time paid and part-time unpaid in the United Church of Zambia and the African Methodist Episcopal Church respectively.
- (v) James Mwale
- (vi) Emmanuel Banda active lay leaders in R.C.Z. and Anglican Church respectively.
- (vii) Pastor Thuma Hamukangandu
- (viii) Rev Benson Chongo clergymen in Brethren in Christ Church and United Church of Zambia respectively.

COMMENT

It can be seen that the group had a fair composition in the sense that it included the main areas and classes of people who form the church life for today and tomorrow. The laity, the women and the clergy. This composition made the group active and lively because during the whole tour each member found a part on which to contribute more and a part to listen and learn from others.

2. PREPARATIONS AND ARRANGEMENTS

I wish to thank the Christian Council of Zambia for all the arrangements made and some individual people who assisted us in obtaining all the necessary documents. Other thanks must go to our German friends who followed the programme without missing even a minute. When it meant meeting us at the airport or at railway stations people to meet us were there on time, so there was no time when we were left to feel lost. Our sincere thanks go to Dorothea Harre, Inge Kraemer, Thomas Trevert, Martin Schmidst, Quenter Puzberg, Hans-Jurgen Maier, Martin Hankermeir our hosts in Lippe area and others in different places. We all felt at home in their houses. To Erhad Mische enough words are difficult to find for what he did here in Zambia and in Germany in organising, arranging and making our tour a real success.

3. WEST GERMANY

Perhaps it would be easier to understand about the Bundes Republic if we try to compare it to Zambia. West Germany is only about one third of Zambia but ten times more than Zambia's population i.e. about 60,000,000 people. Like other Western World Deutschland is one of the highly industrialised and developed countries in the first world. Their use of technology is marvellous to say the least. Their public transport i.e. planes, trains, buses and taxis operate on time, I emphasise on time. There are good facilities for public use such as waiting rooms, telephones, toilets etc. which are well cared by everybody. There is a lot of feeling responsible in the minds of Germans. When one is asked to do a thing, he will do it to the best of his knowledge and ability. My reason for mentioning this minor point is that a concern for public things - refraining from vandalism is a step forward towards development especially so because it does not cost any money to be a disciplined people.

4. TOUR PROGRAMME

The Programme was made that for the first ten days we were all Lippe area, guests of the Lippe church. Though for accomodation we were in different towns close to each other i.e. Lemgo, Blomberg, Horn-Bad Meinberg, Bad Salzufen, Lage, Derlinghausen, Augustdorf and Detmold the capital of Lippe area and is where the Lippe church has it's headquarters, each morning we met together to undertake what was on schedule for us.

From 19th to 25th September we were together in Berlin West, ofcourse in different homes. Again we were meeting together each morning and went to various places for various activities. Some of us had a chance to visit East Berlin. On 25th September, the group split into two and went to two different places. Pastor Hamukangandu, Mr. Emmanuel Banda, Mr. Mwale and Ms. Lomuthunzi Jere went to Dortmund and other surrounding industrial towns. The rest of us went to Kirchlengern in the Westfalia region and on 1st October, except Mr. Ndhlovu who went to join the Dortmund group, three of us Mrs. Banda, Mrs. Beyani and I went to the East Frisia an area with the towns near the North Sea. We were in Aurich. We were in these areas until the 7th October when again we came together in Lippe for summaries and preparations for departure home.

5. THE CHURCH IN WEST GERMANY

West Germany has the territorial churches. That means in each territory which is part of the Federal Republic, there is a predominant church with others in the minority. The country as a whole is predominantly protestant.

(i) Lippe territory

In this area, the church is the Reformed Church. The Lutheran Church is an independent minority but are members in the Lippe Synod. I mean the Lutherans do not have their Synod in this area. They are members of the Reformed Church Synod which is in Detmold.

(ii) Berlin and West Falia (Kirchlengern)

In these two areas, we have the United Church. This union came about by the decree of the last king who reigned the two areas (King of Persia) The decree was made in the beginning of last century and the union between the Reformed and the Lutherans was effected. To date though the king does not rule no one thinks of doing otherwise but to remain united.

(iii) East Frisia

This area of the Lower Saxony the Lutheran Church is dominant.

From what is said, it is clear that in the whole country a greater number belongs to the established three official churches. Mention must be made that sects are also there but in the minority.

6. OUR PARTICIPATION IN CHURCH ACTIVITIES

Through out period of stay we actively took part in the activities of the church in all the places we visited:

- (i) Many times our hosts who were mostly pastors or full time church workers took us to confirmation classes, where we took part in the lessons and upon being asked, we explained what the Zambian church does in this regard.
- (ii) We (each in the town^{of} residence) spoke to various groups of the church such as youth groups, women groups, and groups of old people. Sometimes we went together to these activities.
- (iii) During our stay in Germany the three major events took place
 - a) In Lippe Church there was a two day mission festival starting with the Youth on a Saturday. There we chose Mr. Ndhlovu to speak on our behalf. He urged the young people to serve God in their youth days.
 - b) On Sunday I spoke to 700 people on a prepared theme of the festival "Man shall not live by bread alone"....
- (iv) I took the service on two other Sundays, a harvest Sunday in Kirchlengern and Thanksgiving in Riepe town.
- (v) The two deaconesses were also given an afternoon service in Middles. It was also for thanksgiving. I am made to understand that my other friends were accorded the same opportunity in their residential places. Wherever we were together in a service, we contributed by singing and talked about our Church and our country.
- (vi) In Berlin, we took part in Gossner Mission day and witnessed the installation of a new director Pastor Hecker.
- (vii) At many gatherings I was asked to talk about TEEZ.

7. THE CHURCH AND ITS SOCIAL SERVICES

In the social field, one would be right to describe the church in West Germany as the 'service Church' not just a talking church. We saw that the church tries to identify itself with the problems affecting the society and it does all it can to help in solving them. Let me mention some of them:

- (i) The formation of the anti alcoholism committees in the church is a step forward in combating alcohol and drug addiction which is rocking the country.
- (ii) Establishment of centres for the unemployed people where they meet and do some skill, is another service to the society. E.g. The Martin Luther Centre in East Frisia.
- (iii) Provision of chaplains not only to schools but to the Reformatory schools as well is playing an important role in making juvenile convicts into useful future citizens.
- (iv) The running of centres for the care of the handicapped people is another area in which the Church has taken a leading role.

Such centres are not only ^{for} rehabilitation but for general education as well.

- (v) Care for the mentally retarded people is also an obligation in which the church role in society is being felt. Schools like Schweicheln in Herford, Eben-Ezar are few examples. The latter has a capacity of 921 people who receive formal education and later made into skilled workers while they receive treatment and rehabilitation.

In these projects, the church spends an amount of money but the state helps greatly because by legislation the state is bound to support financially all organisations which venture into ventering social assistance to the nation. But the good thing is that the control and running of such institutions and recruitment of personnel is not interfered with by the state.

8. FINANCE

In West Germany, like in many more European Countries the church is considerably rich. When one looks at the institutions run by the church, the many people employed by the church and especially when you notice that by legislation no employer (including the church) is allowed to pay its workers below the stipulated standards dictated by the cost of living of the country. The church in that country is one of the biggest employers because it needs pastors to run churches, teachers for its schools, medical staff for its hospitals, social and technical workers for its institutions.

The church and other buildings are magnificent. People who go to church on Sunday are few - two hundred at most in a church whose roll books record a membership of 6,000 people. Mostly these are old and retired people.

The obvious question can therefore be how does the church raise funds to be able to run its affairs so well?

- (i) By taxation of 9% from each person who has a membership with the church whether one goes to church or not. (Church membership in Deutschland ceases only when one so declare in a court of law).
- (ii) Pledges by some committed people who promise willingly to support certain projects.
- (iii) Rents for buildings, land etc.
- (iv) Payments for schools and other institutions including grants from the government.
- (v) Offerings from members.

9. OTHER PLACES VISITED

According to the programme made, we were not only confined to visiting Church institutions. We visited other places of interest such as:

- (i) National monuments and statues in commemoration of the World Wars I and II heroes.
- (ii) Primary and Secondary Schools
- (iii) Government Offices
- (iv) Factories
- (v) National festivals like the trade fair we chanced in Lage town
- (vi) Farms, Commercial and Subsistence.
- (vii) Health centres and homes for the aged
- (viii) Zoos like the famous Berlin Zoo.
- (ix) Selfhelp centres like Ufa in Berlin where people of different ages live and provide for their own needs.
- (x) Museums, Rivers and Sea Ports.

In many of these places we noticed that the German people would like to keep history as much as possible and maintain their cultural heritage.

We had to share ideally how they run their national affairs and I must mention that the officers we met discussed with us very freely about their affairs. Some structural policies are just similar to ours except that most of the things are carried on a higher level the country itself being a technologically sophisticated one.

10. OTHER OBSERVATIONS

Since we were given a chance to visit church and national projects, we were able to notice that while there are many impressive things in Germany there are also a few difficulties being faced by the nation and the Church:-

(a) The Nation

There is no nation which can only record successes without some problems because even development can bring with it some adverse effects. These are major problems in Germany:-

- (i) Unemployment caused by population explosion and technological sophistication which do a lot of work in factories instead of human beings (About 2 million have no jobs)
- (ii) Over production of things that there is no assurance of finding a market. In case of farm products like milk and beef the cost of storage is just so much so the E.E.C. has ordered less production. This order is adversely affecting commercial farmers who want to produce more in order to offset the input costs which in many cases are loans.

- (iii) Pollution from industries, factories and other fuel using machines is just too much. It is difficult to find natural trees in Germany. Unless something is done about it, natural forests will not be seen.

(b) The Church

Some of the serious problems affecting the church are:-

- (i) Lack of interest in the church by young people who accuse it of not appealing to them as a result of its rigid, old fashioned rules and old paternal worship. Some people are concluding that since they can provide for their daily needs there is no need for God.

N.B. The Church must change its approach, even personnel exchange would help greatly in instilling various approaches to worship.

- (ii) If the membership declines, that will affect the income in its coffers.
- (iii) There are many young people who are taking theology from various universities and the church is not sure if it will take them on all. (There are already some pastors who have no congregations).

11. NOW WHAT NEXT?

The tour has been done. We thank the sponsors. We in the group are convinced that some of the things mentioned in this report, though not in every detail, can be viably implemented. So we make the following recommendations or suggestions to C.C.Z.

- (i) That we be given chance to meet in Lusaka so that we can discuss and outline some of the projects to recommend to CCZ for implementation.
- (ii) That if possible an audience be given to us by the CCZ or its standing committees so that we explain in details about the projects we saw and how we can start them.
- (iii) That this report be circulated to various churches who are members of CCZ perhaps one of the projects would challenge them and make use of any member who was in the delegation for fuller explanation.
- (iv) That (if CCZ finds it fit) a copy of this report be sent to Germany through Dr. Erhad Mische, Gossner Mission.
- (v) That we be given all the help and support to spearhead some of these projects.

N.B. Please note that I am not suggesting that we be turned into a standing Committee of CCZ but that we can be of help to those who feel can start any of the things mentioned in the report. If we start something tangible within our resources and needs, at a certain stage our friends can assist us.

12. CONCLUSION

May I conclude this report by thanking my friends in the group who gave every assistance to me in my leadership and for the co-operation and team spirit we showed when we were asked to do certain things. We worked in a spirit of oneness. Please keep it up! God bless us all.

Humbly submitted, Benson M. Chongo (Rev).

C.C. Ms L. Jere, Box 32379,
Ms A. Banda, Box 31478,
Mr J. Ndhlovu, Box Ch 199,
Pastor T. Hamukangandu, Box 320093, Woodlands, LUSAKA.
Mrs. S. Beyani, Box 52 SINAZEZE,
Mr. E.I.J. Banda, Box 449, KALULUSHI.
Mr. J.M. Mwale, Box 240, MAZABUKA.
Rev. B.M. Chongo, Box 23054, KITWE.

E. Mische

Rev. Dr. R. Sales
Programme Coordinator
P.O. Box 23054
Kitwe
Zambia

December 4, 1984

Dear Dr. Sales,

thank you very much for your letter of November 8, 1984. It was fine to hear from your side that Rev. Chongo has got good ideas and insights during his Germany-trip. Up to now we have not yet received a copy of his report but we are very keen indeed to know about his experiences and views.

After having received your letter I contacted the EMW, Hamburg, asking them for financial assistance for the planned workshop in 1985. Dr. Engel was very open minded and today he gave me a positive answer. So I want to inform you that EMW and Gossner Mission will support the plan that the envisaged workshop can take place at Mindolo. We think it is an excellent idea to bring TEE writers from various African countries together. So we are fully in line of your proposal.

In regard to the implementation however we would like to suggest that first the Mindolo Ecumenical Foundation is asked to include the programme in its 1985 budget because it is an All-African event. You certainly know that the MEF is financially supported by KED, the West-German Protestant donor agency (Kirchlicher Entwicklungsdienst). Various programmes of EMW are financed by KED. So why not choosing the direct way and including the workshop in the package which KED will be asked to finance?

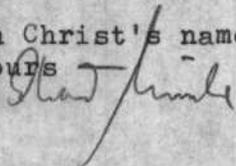
If that way is no longer possible we would like to wait until the department of Dr. Povee has proved your application and has made its decision on it. That would help to coordinate the different sources.

In any case you can count on us and expect help from our side which might become necessary.

Convey, please, my best regards and greetings to your wife and Rev. Chongo.

Best greetings for Christmas and wishes for the year to come.

In Christ's name
yours



TEE

28.11.1984

Herrn
Dr. L. Engel
Ev. Missionswerk
Mittelweg 143
2000 Hamburg 13

Betr.: Zuschuß für einen TEE-African Writers' Workshop
in Mindolo Ecumenical Foundation, Zambia, in 1985

Lieber Herr Engel!

Gestern erhielt ich von Dr. Sales ein Schreiben aus Zambia, in dem er anfragt, ob wir als Gossner Mission bereit und in der Lage sind, einen Workshop für afrikanische Verfasser von TEE-Kursen und Matzealien mitzufinanzieren. Der Termin steht wohl noch nicht fest, auch das Programm scheint wohl noch nicht formuliert zu sein.

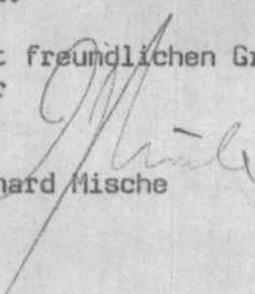
Ich finde die Idee gut, daß sich afrikanische Verfasser von TEE-Programmen treffen und austauschen. Dies hat es wohl bisher noch nicht gegeben. Die Gossner Mission wird aber kaum die ganzen Kosten übernehmen können, die sich für die Durchführung des Workshop auf ca. 12.000,- DM belaufen werden, den derzeitigen Umrechnungskurs zugrunde gelegt.

Ich möchte Sie nun bitten, zu prüfen, ob sich das EMW an der Finanzierung beteiligen kann. Sollten Sie eine Möglichkeit von Ihrer Seite aus sehen, wäre ich Ihnen für eine kurze Nachricht dankbar, damit ich Dr. Sales möglichst bald benachrichtigen kann. Dann weiß er, mit welchen Mitteln er bei seiner Planung rechnen kann.

Dr. Proeve vom ÖRK ist auch angeschrieben worden.

Zu Ihrer besseren Information füge ich eine Kopie des Briefes von Dr. Sales bei.

Mit freundlichen Grüßen
Ihr


Erhard Mische



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA 8 November
1984

Revd. Erhard Mische
Gossner Mission
Handjerystrasse 19-20
1 Berlin 41
Fed. Rep. of Germany



Please forgive the delay in writing. Rev. Chongo reports that his visit was a huge success and has submitted a very good detailed report on the visit to the Christian Council of Zambia with recommendations for things the CCZ could be undertaking here in Zambia. I trust that Christian Council will eventually send you a copy.

This letter concerns the forthcoming Mindolo Ecumenical Foundation's plan to hold a TEE African Writers' Workshop in 1985. I agreed to send a covering letter to you in case Gossner would be able to help subsidise the costs. What we are hoping to do is invite 30 writers for three weeks to learn the methods of producing good TEE materials for their own use in various parts of Africa. The relatively modest cost at Mindolo for that Workshop will be K7500. But I suspect that at least some of the TEE programs that ought to be represented at the Workshop will have difficulties, especially considering the economic situation of Africa, even to send someone.

I know you are interested in TEE and have supported our efforts by subsidising translations of our materials into Tonga (I just had a tutor-training in October in the Gwembe Valley for tutors who will use those materials). What I may not have mentioned when you visited us is that TEE as an alternative form of 'empowerment' for laity and as a way of training ministers in the field is a very significant and less expensive form of teaching that has already been used in many other countries in Africa as well as Zambia. But the catch has been that how to produce materials that will aid people to study at home has always been a problem. It necessitates the importation of ex-patriate personnel who understand the principles. Now we feel that the time has come for Africans to be enabled to do this for themselves and to control the entire process, teaching, administering and producing materials. But a Workshop like this one is a necessary prelude in many places, if only to give writers the confidence to go ahead.

We hope that the staff may be brought from different places around the world to impart a genuine international flavour to the training and provide more expertise than I can give alone. In this regard I have written to Dr. Povee at the World Council of Churches for assistance. The more agencies and persons involved, the greater the likelihood of success in 1985 and the greater the likelihood that the conferences may continue in years to come. I commend it to you and Gossner and hope that you may be moved to help.

Yours in Service,

Richard Sales

Richard W. Sales
Programme Coordinator

PTEC



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

29 August
1984

Revd. Erhard Mische
Gossner Mission
Handjerystrasse 19-20
1 Berlin 41
Fed. Rep. of Germany



Dear Revd. Mische

This is just a note to say that Revd. Chongo and I have just this week learned that he is to be one of the Zambians chosen to tour during September and early October in Germany on the educational exchange that has been set up.

The choice of Revd. Chongo is certainly a surprise, but we learn that since TEEZ is now classified as an educational institution, his name came naturally to the minds of the Christian Council of Zambia selectors.

I do not know whether the itinerary for the tour has been planned to include anything of particular interest to someone in the kind of work that Revd. Chongo is involved in, but it is perhaps worth while to mention that he will be along and that if something is possible of a kind that might be able to find useful, that would be excellent.

With best wishes and our regards,

Richard W Sales
Programme Coordinator

Dr. Sales
Coordinator, TEEZ
P.O. Box 23054
Kitwe
ZAMBIA

August 1, 1984

Dear brother,

first I want to thank you and your beloved wife wholeheartedly for the wonderful reception and the inspiring talks and dreams on TEEZ and its future perspective which we shared in your office and your home.

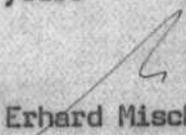
On Thursday I left Zambia and had a safe trip home. Following up our discussion I have contacted the EMW (Protestant Mission Association) rightaway on behalf of TEEZ and a possible contribution from it.

Dr. Engel, EMW, has accepted your proposal that the EMW contributes 1.500,- K per year for the next three years. We have agreed to apply for 10.000,- DM in total stretching the amount over three years.

Now I would kindly ask you to make an official application over 10.000,- DM divided into three parts. I would be recommendable if your Board of Directors approves this application. Copies of the budget 1984 and estimates 1985 which reveal the necessity of this application will be giving an additional support and being appreciated. You know what I mean. The EMW wants to know that TEEZ is in a demand to be supported by it.

Please send me a copy of your application. Soon after I shall write a letter of recommendation.

With best greetings and wishes and with best regards to brother Chongo the Moderator, Mamma Miller and the other brothers in Christ
yours


Erhard Mische



EINGEGANGEN
- 4. DEZ 1984
Erledigt

TEE

Writers' Workshop

HELD AT

Mindolo Ecumenical Foundation

7th - 18th August 1984

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MINDOLO ECUMENICAL FOUNDATION

PHASE I: TEE WRITERS' WORKSHOP

7 - 18 AUGUST, 1984

INTRODUCTION

Theological Education by Extension (TEE) is a growing phenomenon throughout Africa today. In essence this new (but with roots that reach back for many years into the past) method of doing theology means that ordinary christian people can study theology in the calm and unrushed course of their own lives where they live, at a pace they can manage, and gain the skills of ministry they want and need. Today there are hundreds of TEE networks in Africa and it would be impossible to estimate the number of persons presently studying TEE with any accuracy, but the number must be well in advance of 50,000.

But there has been a snag. TEE means group study, tests, administration, and production of materials. In all of these matters but the last African church leaders have become proficient. But in the production of materials, there has been a kind of mystique that has prevented most African church leaders from feeling they could step in and do the job. Part of this is the inherent problem in TEE. As soon as the first programmes were under way in Latin America in the mid-1960s the North Americans found ways to improve the originals, and with their propensity for investigation, they develop ever greater refinements in several directions, calling of the resources of educational theory and psychology and testing techniques, until the products that have been produced in recent years have sometimes looked awesome in their simplicity and been heralded by jargon nearly incomprehensible to church leaders in Africa.

Yet the genius of TEE is only fully realised when it becomes a 'folk' method of study, when the materials link up with the true background and milieu of the students and lead them to investigate the biblical significances of their own church life and practises. So, on the one hand, they hear that this is no ordinary sort of writing. It takes time and great care. While on the other, they are told that you cannot just use a course written in North America or the Far East but ought to have your own for best results. This has led to churches employing expatriates who come with the skills needed to produce these materials, in order to be able to develop resources where they are and engage in TEE study.

2/...

It is precisely for this reason, that materials produced in and for Africa have been largely the product of the unintentional imperialism of overseas 'experts' in writing for extension, that Mindolo Ecumenical Foundation determined to begin a programme of Writers' Workshops in TEE, with its first expression in 1984.

DEVELOPING A PROTOTYPE

It was not that easy to plan for a Workshop. By common consent the prototype ought, it was felt, be for Zambia in order to iron out any problems in advance of the more ambitious attempt to stage a Workshop on an All-African basis.

With this in mind, at the beginning of 1984, a letter went out to churches and educational institutions connected with churches in Zambia, setting a time and a deadline for response. Meanwhile there were attempts to find staffing for this first experimental Workshop from local or neighbouring places. In retrospect it is possible to see why the attempt met with difficulties. In Zambia itself, there are three or four TEE programmes. The one located close to Mindolo, TEEZ (Theological Education by Extension in Zambia), aligned with the United Church of Zambia, Anglican Church, Churches of Christ and Reformed Church in Zambia, was a willing and a charter source of co-operation. However, no one at Mindolo knew well the structures or operation of the other TEE programmes and in the event, none of the representatives from them participated in the first Workshop.

Coupled with this, the participants in the first Workshop came from seven different denominations (six of them within Zambia) and were, for the most part, quite ignorant of the scope or meaning of TEE. As a result the original format had to be modified into a two-phased plan. Instead of teaching persons engaged in TEE how to write the materials they were using, as was the original intention, the modified Workshop had first to introduce the concepts of TEE to participants and then, in the final week, give them a beginning at writing the kinds of things that TEE programmes use. It was agreed early in the process of the modification that this could only be termed a 'phase' of instruction, and not thought of as a full experimental Workshop.

Mindolo quite understandably did not feel that for this programme they could import writers from around the world for cross-fertilisation when the format had been so drastically altered. And as a result, the staffing became a matter of one full-time person assisted by four persons on a part-time basis. Inevitably the resulting Workshop was not a standard that warranted duplication for an All-Africa TEE Writers' Course.

However, it was not unproductive. And it did set a pattern and pioneer a style of operation. More important, it brought TEE into the life of Mindolo Ecumenical Foundation and once there, TEE will not simply disappear into the mist again.

What follows, then, is a report of what happened and of the reactions and evaluations of the participants to this, the first, Theological Extension Writers' Workshop offered by Mindolo. It was undertaken with the promise that the wider plan for the future of TEE writers in Africa would take place within a year.

THE OBJECTIVES

1. To familiarise participants with the concepts and values of Theological Education by Extension (TEE) in many settings.
2. To help participants experience some 'styles' of TEE and make decisions about what they find useful in their own context.
3. To enable participants to choose and set up study groups of TEE where they live.
4. To assist participants with writing and translation of TEE materials for their own purposes of education.
5. To provide experience of group life and formation so that participants could learn effective leadership and pass it on to others.

In order to further these objectives, the two five-and-a-half day weeks were designed to begin with experiences and then to help participants reflect over those experiences and gain insights into what was happening and why. There were usually no more than one plenary lecture a day, and the fifteen participants spent much of their time, especially during the first week, in three study groups. In the second week, the participants developed their own working groups, of which there were six, to plan courses and make their first essays in writing self-study materials.

PART I: THE PROGRAMME

It so happened that the Workshop was designed to start on a Monday that coincided with a major holiday in Zambia, something that the organisers had overlooked until it was too late to rectify. So the first week began on a Tuesday and this was the schedule followed:

Tuesday, 6th August

Registration and filling out of a pre-Workshop statement of the aims and experience of participants.

Paper: Growth of TEE for Church Ministry, Co-ordinator of Conference and Research at Mindolo, Mr Jonathan Phiri.

Play Reading: Seven Subjects and No Objects, a play designed to contrast traditional educational methods with group study led to discussion and identification of methods of leadership.

Slides on the Botswana Theological Training Programme.

Wednesday, 7th August

Materials used in TEE, a discussion of an exhibition of materials from several programmes collected by the TEEZ staff with explanations of their use.

Two different approaches to TEE writing contrasted: short documents illustrating the method of programming and the less rigorous self-study materials more generally in use in TEE, were distributed and studied by the participants who were then sent to groups to select a course for study during the week.

Paper: The Group and How it Lives/Group Leadership, Revd. R Sales of TEEZ.

Groups then prepared the first lesson for the next day.

Thursday, 8th August

After having a group study, with volunteer group leaders, there was a careful evaluation of what had happened in the groups, with reference to the discussion of group life and leadership.

Paper: The Significance of evaluation in Learning, Rev. Dr. Pieter de Haas, led the members to think of the importance of regular reflection in study.

The groups then studied the second lesson in the courses they had chosen and had another study session with evaluation.

Friday, 9th August

Groups met for the third lesson and this was followed by evaluation of group life.

Paper: Spiritual formation in the Context of Group Study (Sales) contrasted the group method with the residential study in terms of the development of attitudes and approaches to doing theology with others.

The last lesson was studied and evaluated and a short paper was given by Sales on the three levels of testing involved in group work in TEE, personal evaluation of work accomplished, group evaluation and finally the evaluation of accomplishment by group members.

Saturday, 10th August

The entire morning was given over to evaluation of what the participants had been doing during the first week. Evaluation was both written and verbal, beginning with group reports, and elaborations. As a result of the written and verbal evaluation the staff agreed that the second week would be devoted to writing.

Monday - Friday, 12- 17th August

The participants began by meeting in Proposal groups of their own choosing and by the end of the first day had reported out a course of study with justifications for the critique of the plenary. The second day they were to block out one substantive lesson for each participant to work on. This they did.

On days three and four, each group worked out at least one lesson in the course they had proposed and presented it to the plenary for discussion.

Fortunately, Fr. C J King was present to give his paper: Editing for Effective Group Study after they had had a chance to work on their lessons for an hour and a half and his talk helped significantly to sharpen their work.

On Friday, the Revd. B Chongo of TEEZ presented a Translation Guide to the participants and they were given exercises in translation to do with, wherever possible, persons of their own language group to criticise the translation work done.

The final Saturday was once again a time for evaluation and as the end came, Mindolo awarded certificates of participation to all.

THE PROCESS

There was hardly any other way to proceed under the circumstances than to enlist the participants from the beginning as active and contributing members of the Workshop. The originally predicated number of pairs was reduced to those which represented a bare minimum of input from staff and the participants did in fact, learn by doing. The papers thus served them as a series of organised reflections on the things they had already begun to do, and afforded them hooks to hang their ideas on as the Workshop progressed.

At the end of the first week, in their evaluation papers, the participants unanimously expressed the wish that the second week should be devoted to writing and this meant, as has been seen a continuous process of sorting, winnowing and production from the first day to the end, except that we did feel the need to engage them in the processes of translation as an exercise at the end.

It is perhaps, not unfair to mention that the lessons produced by the working groups were all of a minimum standard for use in TEE, although in many cases, because they had not come with the issues and concerns in mind for which they were writing, the contents was not inspiring. Nevertheless the concerns expressed and the work done showed that participants were genuinely engaged in the process and were highly motivated, as they reported at the end, when nearly all expressed the hope that they might be included in the All-Africa Writers' Workshop projected for 1985.

MINDOLO ECUMENICAL FOUNDATION
TEE WORKSHOP WRITING PHASE

TASKS

1. Selection of Topic for Writing Proposals Stage
 - A. Choose one or two other people with whom to work
 - B. Make sure that you know enough about the topic you choose, or know where to find what you do not know to write about.
 - C. Choose something you believe is needed
 - D. Describe the topic and the audience in a paragraph
 - E. Include on your proposal
 - 1) The length of the Course
 - 2) The level of the course
 - 3) What format to be used (programme/Self-Study/book with Study Guide)
2. Take the Theme or Topic and divide it into lesson blocks. This means one lesson per block. The blocks should all be roughly the same size, and together cover the topic adequately in the number of lessons you have suggested.
3. Take the first of these blocks and subdivide it into the parts needed to achieve the knowledge of that part itself. In this case, assuming a week-long study, it means six pieces or multiples of six.
(If you have chosen to write a programme there will be a further division of each subdivision into frames. Special help will be provided for that task.)
4. Decide how you will deal with the format in questions and make a first attempt to write a lesson.
5. After revision, make up the lesson according to the format selected.

WAYS IN WHICH TEE COULD MAKE A CONTRIBUTION 'BACK HOME'

1. Training of Tutors (especially focussing on rural tutors)
2. Evangelisation training (with Evangelism officers etc. of the churches: for every member.)
3. Training Clergy (courses in preparation for admission to theological colleges/Bible schools)
4. Training Supplementary/Local/Part-time/tent-making ministers
5. Leadership training in the churches:
Elders; Stewards; Church Councillors; Women; Men.
6. Work with Christian organisations in preparing courses for students in schools; colleges; Universities - that they could lead for themselves.

- 7. Studies in social life (home, health, community) along with practical skills
- 8. Upgrading Clergy (offering courses leading to Diplomas, degrees, and even graduate degrees (in time)
- 9. Refresher courses for clergy
- 10. Youth training (including tutor-training for youth) in various ministries; Biblical studies; Doctrine; Worship; Sex education; Evangelism; Faith; Covering the social, physical, mental and spiritual aspects of life.
- 11. Courses for 'Old' christians and for All Christians

Things to consider in administration of all courses:-

- A. Feedback from tutors and evaluation of materials
- B. Supervision of the practical skills of teaching; preaching; public speaking etc.

WAYS IN WHICH THE CHURCH COULD MAKE A CONTRIBUTION TO SOCIETY

- 1. Training of youth (especially focusing on rural areas)
- 2. Evangelistic training (with Evangelists officers etc. of the churches & every season)
- 3. Training clergy (courses in preparation for pastoral & the local congregational service)
- 4. Training administrative & parastatal staff
- 5. Leadership training in the churches
- 6. Eliters: Research Church Councils, Women's Movements, etc.
- 7. Work with Christian organizations in training courses for students in schools, colleges, universities - that they could lead for themselves.

MINDOLO ECUMENICAL FOUNDATION

THEOLOGICAL EDUCATION BY EXTENSION WRITERS' WORKSHOP

6TH - 18TH AUGUST, 1984

PAPER: GROWTH OF TEE FOR CHURCH MINISTRY IN AFRICA TODAY

BY

J C PHIRI

Up till 1981 no one seemed to have a clear picture of T.E.E. developments in Africa. The situation could be different at present. Nevertheless reports coming from different parts of Africa now suggest that a significant movement is underway for renewal in the church, and for equipping the people of God for witness and service.

The first workshop of TEE was held in Kenya in 1969 and others followed in 1970, 71 and 72 in various places in Africa. A survey carried out in 1977 indicated that fifty-seven programmes had started in Africa and Madagasca with a total of 6,869 extension students. This figure is far from being complete, for a January 1978 survey from Nigeria reported that there were eleven programmes with 5,923 students in that country alone.

TEE PROGRAMMES IN ENGLISH SPEAKING AFRICA

- A. EASTERN AFRICA: The former Association Evangelical Bible Institute and colleges of Africa and Madagasca and the Association of Evangelicals of Africa and Madagasca were instrumental in setting up the first workshops and sending around specialists to introduce the extension concept and provide technical orientation for churches and missions interested in initiating programmes. Intensive efforts for the preparation of simple self-study materials were soon initiated leading to a series of forty programmed texts in English and Swahili and later other languages.

The African Inland Church in Kenya was one of the first to initiate a TEE programme using Evangel texts. A network is spreading throughout that country. The principle concern is to provide training for local pastors and elders throughout the 2,000 congregations of that church. Those who complete the programme receive a diploma from Scott Theological College in Nakuru, Kenya.

Several Anglican dioceses in Kenya have initiated or are considering the possibility of starting extension programmes. Mt. Kenya East Diocese began a TEE programme in 1978 with sixty students in the Certificate level and plans to add a lower Swahili level by January 1981. TEE has been discussed in various organs of this church including at ecclesiastical meetings, and this may lead to further developments on other dioceses.

Other churches that have extension programmes in Kenya are Assemblies of God, Africa Gospel Church and Church of God. There are also extension programmes in Ethiopia, the Sudan, Tanzania, Malawi and ofcourse here in Zambia.

- B. SOUTHERN AFRICA: Extension efforts in South Africa were initiated in the early 1970's. In January 1975 a major consultation was called by the Association of Southern Africa Theological Institution and the South African Council of Churches took definitive steps towards establishing of an ecumenical extension programme. Two years later the Theological Education by Extension College became operational under independent board composed of six sponsoring churches: African Independent, Anglican, Congregational, Lutheran, Methodist and Roman Catholic. More than one third of the students are Roman Catholic; and one third are women. The courses are offered at three academic levels and are intended for persons engaged in lay ministries who desire further training, lay people and members of religious orders requiring greater theological resources for working out their christian response to their life situation and ordained clergy who desire further training.

The course materials prepared by TEE College have a high standard of quality, and students at the upper level sit the same examinations for the Joint Diploma as the students in the residential colleges. These materials are also being used by others, such as the Theological Education by Extension in Malawi, which is sponsored by three Presbyterian Synods, two Anglican dioceses, the Churches of Christ and the African Baptist Assembly.

One of the most significant programmes in Africa is the Botswana Theological Training programme. The Botswana Theological training was organized in 1974 with five member churches; African Methodist Episcopal, Anglican, Church of God in Christ, Lutheran and United Congregational. An original curriculum relevant to the cultural context and the churches of Botswana was designed and classes were initiated in 1975. By 1979 the enrollment of students had risen to 110 and the first students were to be graduated.

- C. WESTERN AFRICA: The TEE Programme in Nigeria are very active. In 1979 students in these programmes ranged up to 3,000 with a national total of 5,923. Most of them use the Housa language, some use English, Yoruba and Nupe. The majority of these students have less than full primary school education. Most of them are not seeking ordination but are preparing themselves for more effective service as lay leaders, evangelists, teachers (in schools and Sunday schools), and church workers - largely unpaid.

The paper, by all means has not covered all parts of Africa, for I know there are TEE programmes in French, Spanish and Portuguese speaking African Countries.

THEOLOGICAL BASES FOR CHANGE: WHAT IS THE MINISTRY?

The New Testament provides no fixed pattern of ministerial orders. It certainly gives no justification for our contemporary dichotomy of clergy and laity. It seems to affirm that the ministry belongs to all the members [Ephesians 4:11-16] and that gifts for leadership should normally emerge within the congregations.

Most of the congregations and movements in Africa have been founded and led not by the professional, highly educated clergy but by just ordinary christians. Both independent and mission churches continue to grow spontaneously through their witness and service. How can the dynamic, indigenous leadership be strengthened and better prepared for the challenges of the future?

European churches normally select unproven young men and women for ministry on the assumption that the Theological schools can prepare them for the ministry. In traditional African culture leaders are selected on the basis not of diplomas but of services and maturity and they are formed not through schooling, but through experience. The basic question here is: How can theological education be designed to encourage rather than by-pass African Patterns of leadership?

It has been assumed that education takes place primarily or exclusively in schools. Educators now recognise that education is an integral process and that real learning is best fostered in meaningful life situations.

CHALLENGES:

The cursory look at theological education by extension in Africa indicates that it is developing very rapidly in this region, as it has in other parts of Africa. This, then points consistently to the primary importance of local leaders - Roman Catholic, Protestant, Pentecostal or Independent. Most theological education has in the past been severely limited because of the general acceptance of the residential model for all levels of training and because of the predominance of the professional model of the ministry.

The demand for theological education among local leaders is wide spread and TEE is a flexible instrument with extraordinary potential for responding to this challenge. Speaking to this challenge, John Mbiti warns that African theology cannot be right understood or fairly represented by various articles and books on the subject that have been published. We should remember that christianity has spread throughout sub-Saharan Africa largely through oral communication. It is still an oral tradition, a living and creative reality, as it was in the first century.

Unfortunately TEE programmes in Africa have so far been tempted to build on the available, largely alien theological materials. The challenge to the extension movement in Africa today is rather to discover and strengthen the vital expression of christian faith among the people of historic and independent churches. Without neglecting the tools of modern theology.

SPIRITUAL FORMATION IN THE CONTEXT OF GROUP STUDY - BY R W SALES

The term 'Spiritual Formation' is not particularly well known in many churches. It relates to the instilling into students of the discipline of study, worship and prayer so necessary to a student when she or he lives in the world and works in ministry.

In many theological colleges, the attempt is made through one or more of the following means to develop this spiritual discipline or character: Morning chapels, regular bible study, evening prayers or bible studies, tutorials with students at regular intervals.

But spiritual formation does not always 'take'. In spite of many such exercises, a great many ministers once they leave college appear to fall into bad habits of neglecting study, worship and personal prayer. This is not always apparent, but over a period of years a person who does not have a regular course of spiritual exercise becomes spiritually flabby and unhealthy.

And this analogy between physical and spiritual exercises can be carried still further. The fruits of physical exercise are a feeling of well-being, more energy with which to tackle life, and good health so that problems, as they come up can be dealt with quickly and efficiently.

Likewise the fruits of spiritual exercises can be listed:

- 1) Compassion: the ability to appreciate the problems other people have, rather than to judge them from afar.
- 2) Openness: an attitude that there is more to be learned, so that we become humble whenever we meet another who may have something for us.
- 3) Caring: this is a big word. It means putting the other person first, ahead of ourselves. We cannot rest until that other is comforted and well.
- 4) Risking: Loving others is always a risky business. It takes a confident and secure person to be able to risk misunderstandings without taking offence. Ministry is often giving up our lives for the good of others, and we can be criticised, but without risking, there may be little we can do.

This is not an exhaustive list of the fruits of spiritual exercises. If it were it would have to deal with all of Paul's 'Fruits of the Spirit' in detail and focus upon the 13th Chapter of 1 Corinthians as well. But it will at least indicate the kinds of attitudes toward others implied by the words: spiritual formation.

Spiritual Formation in Residence

Let us look first at what often happens in theological colleges. We already know that those who enter for training are first tested for their call and experience of the Lord Jesus Christ. But such testing may be subject to error. After all, many of those who are tested are very young, subject to enthusiasm, but with little experience of the world and its testing.

Moreover, in our time, when academic qualifications for entrance into theological colleges are rising, fewer experienced people will be able to meet those academic standards. More and more will come directly from secondary schools. But once they arrive, what will happen to them? In one theological college, great stress was laid on the academic excellence of the training given. So much so, that there were constant behind-the-scenes conflicts between departments for more church history, more biblical studies, more African theology and the like. And it is quite true to say that in our day we want a minister to know far more about many more areas of life than ever before. African religions, modern biblical scholarship, liturgy, administration, church polity, ecumenism, the list is growing and the time for study is limited. Ethics and counselling, threats to Christianity, studies on poverty and economic systems and many new concerns all seek to get on the timetable so that the Minister will have the knowledge to deal with the modern world in christian terms.

What happens, in this melee, to spiritual formation? What happens to periods of reflection and evaluation of where we have been and where we are going? What happens to the development of a life-long discipline of open-minded study and prayer? In many theological colleges this has become just another course to pass. In others it is completely neglected. Time is limited and the information to be learned is so great. (In fact, of course, the colleges are practically admitting that systematic study is limited to the three or four years within the institution).

If spiritual formation is evaluated, it is often in the remarks of a teacher in reporting on a student's participation in class, or perhaps in the report of his fieldwork or probation. This is because theological colleges in our day have taken their model from the educational system around them and see themselves primarily as the conveyors of knowledge in some form. There is still an apprenticeship side, like law and medicine, but it often focuses on the techniques rather than the character of the practitioner.

And there are some aspects of college life that can actually inhibit the growth of spiritual formation in the student. Here I want to be very careful and say that I am not criticising any particular college because I know that many of you are presently studying in colleges.

But as someone who has been involved in theological education for more than fifteen years as a teacher and for another ten as a student, I have come to regard some things as common to many. First, in many colleges there is a fixed hierarchy of Principal, Lecturer, Student. The staff are expected to obey the Principal, and the students are expected to obey the staff. Staff can recommend that a student be dismissed, which is tantamount to saying that student is not fit for ministry. Now in some, perhaps not all students, this situation can lead to a student becoming subservient to those in authority. Yet it is often the role of a Christian minister to stand up before authority to defend the rights of someone less powerful or privileged. What kind of preparation is this for such a role?

Again, there is a certain aura that surrounds the lecturer. Here is someone of importance and standing. The lecturer knows more than we do. We must satisfy this person or we shall not manage to become ministers. Many students find that the best road to getting their certification is to laugh at the teacher's jokes, to show that they consider the teacher wonderful and to say again and again how much the teacher is admired. Before this teacher they sit in rows and listen silently to the lecturer. What does all this have to do with developing compassion, or openness or an attitude of caring for the unfortunate? In fact, even on the staff of many theological colleges you will hear people complaining that such and such a minister acts like a king in his congregation and will allow no discussion. But is not that just what he learned in the classroom? Is he not being a disciple of that lecturer? Finally, the world, yes, and our theological colleges as well, is a place of competition. The one with the best marks gets things. Failing is a sin. Or at least it seems that way to many. Judgement is strong on those who are weak. Yet in the ministry we are not to be judgemental or competitive or harsh. So some of the things that happen in a residential college can actually influence people to persist in bad habits and attitudes toward ministry.

Spiritual Formation in Groups

Now let us look at what happens in groups as a contrast with the patterns and life of some theological colleges. We should begin by noting that the people who work in groups are, for the most part, mature people, people who have lived and worked in their congregations and have been recommended for training because they have already shown something of their gifts for ministry. This is a most important factor. Their selection is often because they are already involved in ministry and want to improve their work, rather than because they have done something in some school or have a sheaf of certificates. And we are not offering them a job, so their motives for engaging in theological study must be of a different nature.

The time factor is not usually very strict. If there are a dozen courses available, we do not say that they must all be taken in three years. People are encouraged to move at their own pace as they work through the syllabus. There is no penalty for slowness and there is no necessity for hurry.

At the same time, the structure of TEE is such that if people are looking for a model to model their behavior as leaders upon, that model will not be a lecturer. The 'lecturer' is a book of papers probably in workbook form, providing information for weekly study and assimilation. No, the tutor, facilitator or group leader is the personal model in the educational process. And this leader is not standing behind a desk but participating with the group. What is the role of the group leader? To help members of the group to make the most of their study. The leader's task is to aid in the digestion of the material, and to help people 'make sense' of how it relates to their lives and ministries.

Moreover, the lessons, if they are well-written, will call upon people to bring to the meeting their own views and feelings and questions about life. Thus the leader is actually engaged, on many occasions, in carrying out ministry, dealing with the real problems people face, and helping others in the group to minister to each other.

Members of a group get practice in listening to one another, in caring for each other, in giving and receiving counsel. They do this regularly and come to learn to value one another and respect the contributions of each one. It may not happen often, but from time to time something new and quite unexpected can develop through group discussion, some discovery shared among its members, uniquely theirs in that group. Then too, in this atmosphere students are encouraged to question, to criticize the lessons or the too hasty opinions of others and actually gain practice in dealing with the ideas, hopes and dreams of others.

In short, then, group study provides a very different milieu for spiritual formation than the classroom. If we add to this the worship which usually begins and ends each group meeting, it is possible to see that as people continue to study in TEE, they learn the attitudes and skills of leadership in a collective way, and they grow in spirit as well in knowledge. Some of this will happen even with an autocratic group leader. A great deal of it will happen with a group leader who genuinely cares for the group and considers this work a ministry.

PAPER: TESTS IN THE CONTEXT OF TEE

by R W Sales

During our time together we have thought a good deal about evaluation. We have seen, for example, that evaluation is a necessity for all learning. And we have discovered that evaluation of our experience is in fact, a good definition of learning. The better and more precise that evaluation, the more able we are to benefit from our experience so that the next time around we can perform, develop, or do, things better.

The very most common form of evaluation is a test or examination. And having said that, I'm sure you are all inwardly groaning. We don't take tests to improve our behaviour. We take tests so that someone else can tell how well we have done. If a test is the only way we can learn, then it seems a pretty poor way.

But stop. I didn't say that evaluation and tests were the same thing. In fact, I said that tests were one common form of evaluation. And you are quite right in thinking that for the most part tests do not teach us much in school. Instead they are used by teachers or examiners to classify us as to our accomplishments. Often we do not ever see those tests again, so we cannot tell whether the mark we got reflected a better knowledge of the French Revolution and a worse one of modern Russia or not.

But tests, questions asked about what has been learned, do not have to be like this. And tests have to be given, if only so that the writers of TEE workbooks can tell whether they have managed to communicate something or not, TEE makes a lot of use of tests. In particular today I want to discuss three distinct uses of tests in TEE.

1. For Self-Study

If you have read a chapter in a book, how do you know if you have gained from that chapter what the author hoped you would gain? In most cases, you may not care. But if the book is a foundation for further study, you may care a great deal.

Now suppose that the author helped you out by listing perhaps a dozen key questions that the chapter was designed to answer. Would that help? Indeed, it would. If we knew the answers to all of them, we would be sure that we had understood the important things in the chapter and could then turn to the next chapter confidently.

But there is a snag. Suppose we think we know the answer to one of the questions, but are not sure. And in the case of another we are not quite sure and in the case of a third we know we do not know.

What can we do then? In the example I have given, the only thing we can do is go back over that chapter and see if the answers are given clearly. It can be a long tedious business if the chapter is many pages long.

TEE does not write books. TEE writes workbooks. And each page of information, sometimes each paragraph, is carefully outlined so that when you come to a question, you ought to be able to answer it. But TEE does something else to be sure that you will know if you have answered correctly. We provide model answers in the same workbook so that you can check your answer, just as if a teacher were there, asking you questions as you went along and confirming that you got them right or instructing you to look again.

Indeed, many writers of TEE materials say that the way they construct their pages of information is to work backwards once they have outlined the information they plan to put on the page. They begin by asking questions. Then, in the page of information, they write in paragraph form the answers to those questions. You read the paragraphs first and then the questions about them if you are studying by TEE.

This first form of test is not one by which the Network marks the students. It is designed specially for the person who is studying and it shows him or her that what was written has been appropriated properly. It also helps the group member to remember, because if you write a thing down, you are more likely to remember it than if you just read it.

So the first kind of testing that TEE does is to help the individual studying at home evaluate how well she or he is grasping the essentials of what is being studied.

2. For Group Discussion

In the same workbooks there will be other questions as well. These are designed to make students think about what they have read, give opinions about it, decide upon its relevance for their life or society or church. Instead of a question like "What did Amos say were the faults of the Israelites" which would be a question of the first kind we mentioned, a question of this kind might ask, "What do you think Amos would say if he were in Zambia today?"

Now clearly there is no right or wrong answer to such a question. The model answer may well say "This is your own answer- you may want to share your answer with your group". Occasionally such a question may invite a student to ask others their feelings or opinions about something raised in the text and share those opinions with the group. Or it may ask the student to investigate his feelings about a matter discussed in the text. The subject matter of the Bible appeals not only to the mind but also to the emotions.

Such questions as these invite a more intimate exploration of the subject under discussion because they are not 'test' questions of the sort that we are used to, they are not included in any written examinations of the student, but they are designed to stimulate the whole group to handle and investigate issues that have been raised.

Very often inexperienced leaders go through every question in the workbook with students in groups. This is not 'bad', but it may not leave enough time for important issues to be thought out and thoroughly digested. Again, reading and writing down answers is good for recall. But a good discussion will be easily remembered and integrates much of what is being learned with our lives.

3. The Course examination

In most TEE courses, rather than ask the students to try and recall everything at once, there may be two or even three 'examinations' at intervals during a course of study. These are submitted to the TEE office and marked and returned to the groups with each question noted and each response evaluated.

In the nature of the situation, such an examination presents a big problem. Unlike the first two sorts of tests, for the individual to evaluate himself, and for the group to evaluate, this type in which the programme or network evaluates student progress means a long delay, especially if the tests have to be mailed long distances. And again, it is important to recognise the limitations of such testing.

A. Testing Progress

Ideally, if a student begins at point A and progresses from there to point D, we can say that student has gained so much through study. But test questions are designed for those who begin at point A. What about the student who already knew A and B and began at Point C? If that student only reached D, then his or her progress was minimal.

Because we deal with a wide spectrum of students, it is virtually impossible for a distant centre to state with certainty that this one has done excellently and that one only fairly well. All that can be done is to state whether students have reached a certain standard of performance. It may well be that some of the students actually learned very little they did not already know, while others may have made enormous leaps in knowledge to reach the same standard. In one TEE programme with which I was associated, the local group leader made a record of the kinds and quality of discussion of the members of the group. When tests were given, each tutor reported group participation marks which had equal weight with the examination mark in determining the final grade awarded to the student. This was a cumbersome and often subjective appraisal and cannot even be attempted in larger programmes with a great many tutor-group leaders.

B. Testing by essay?

A great many TEE programmes, especially those which deal with people of extensive educational background, devise tests which call for essays of one, two or even more pages. Such a kind of testing may be useful if what we want to know is how a person handles a question in detail. But the longer the essay, the more grammar, vocabulary and skills of writing influence the examiner. Not too long ago on a certain Cambridge English examination, just as an experiment, a set of ten papers which included a very poor one and an excellent one and which were regarded as having every mark on the scale, were given to ten different examiners for marking.

And you may have guessed it, the essays worked out quite differently in the hands of ten different markers. The best and the worst generally were the same in most cases, but those between varied quite widely. Essays are not at all easy to grade effectively.

But there is another drawback to essays. Many adults do not write them well. However, for example, would you judge the answer to this question: "Why did God create human beings?" One student, with a half a page in which to write, said simply, "He wanted to." Now that answer might be very profoundly true and could even show a deeply religious judgement of many factors, but because it was an essay question the marker gave it 0. How much better it would have been if the question had been broken down into smaller ones to which short answers could have been given. As it is we have no way of knowing how much the person who wrote 'He wanted to' understood about the meaning of creation.

C. Testing details?

Another problem, at the other end of the spectrum from essays, is the test which consists of sentences with a single word left out. You might be surprised at how difficult these are both to write and to take. And worst of all, they give no latitude whatever for a student to show understanding and creativity.

One short example may be sufficient. "The Bible is made up ... books" one question asked. The answer key gave the answer as '66'. Students wrote, "good", "many", "2, Old and New", "source", "religious", "Christian", "law" and many other things. According to the answer key, the only right answer was '66'. What do you think?

D. Multiple Choice tests

Because most TEE networks have to mark a large number of papers in a short time with few staff, some have opted for multiple-choice testing for facts and figures.

How many books are there in the Old Testament?

- | | |
|-------|-------|
| A. 27 | C. 39 |
| B. 33 | D. 42 |

Such tests are quick to mark and are unambiguous in terms of what answers are given. For better or more advanced students some of these tests can be more sophisticated, by allowing there to be more than one answer that is correct.

which of the following are terms used for Jesus in the New Testament?

- | | |
|------------------|--------------|
| A. Son of Man | C. Messiah |
| B. King of Kings | D. Conqueror |

The advantage of such tests is not only that they can be marked quickly, but also that a person who does not write well can simply choose the right answer or answers and show knowledge of information. The disadvantage is that even carefully worked out questions are not able to test the real accomplishments students have made.

E. Fitting Tests to Skills

There is much more that we could think about in relation to testing. But here is something worth pondering. How can we make the test tell us something about the skill that a person is learning, as opposed to the information gained? In one programme of TEE, the final test asks that each student bring to the test a written copy of a sermon that was worked out during the course and discussed in class. When skills are being taught in a course, such means as these can help in the testing process. In the case (and there are some) of people who do not write at all, this part of the test can be dictated either before or after the written test (which can also be dictated) or, thanks to modern methods, put on tape.

CONCLUSION

We have talked a lot about testing in TEE. We have seen three different ways in which testing takes place, to evaluate the student's own progress as study progresses, for the group evaluation, and for the final evaluation of accomplishment. We should remember two things. First, evaluation is both of the student and of the course. If the range of scores is great and goes from nearly 100% to 30% we are showing differences in students. If the range is only 30% to 10% we are showing that the test is in need of improvement or the course is not doing its job.

Second, the test should be interesting and useful to the student, at every level. This means questions should not always be "what, where, who, when" sort of questions, but should include "How, Why," and other kinds of questions as well. Questions should help students to feel and think as well as memories.

A good tutor/leader/facilitator will add questions as discussion develops around a topic and may prepare other questions before the group meets to help people focus on important matters in the lesson. Remember that the real test is not what we write in the books, or talk about in class, or write for marks. The real test is how we help people to lead in their churches. That is what TEE is in business for, the equipping of the people of God for ministries. And if we manage, by our varieties of tests and evaluations, to help people pass that test, we will have succeeded. If we do not, we, not they, will have failed.

EVALUATION REMARKS

My writing expectations have been met overwhelmingly on the basic level and I have been week 1 and week 2 agreeing. I now feel that I needed a further introduction to what TEE is.

(In the second week) I was happy -- because I felt I was doing something according to my expectations. Lectures would be preferred in directing us after we've made attempts.

The planning techniques are such that they now taught how to gather and arrange for effective writing. All the requisite considerations have been so interesting that I can now produce something which can be used.

I NEED to know the approach to materials production, i.e. all that goes into it leading to the production of useful printed materials. I also need to know programming a course of study if possible.

CERTAINLY my expectations were well met. In other words more new insights were added. Even of things I did not expect but which are very helpful to my ministry. I was led to know more about TEE writing itself and I ended up having many useful things.

...FROM here I will do very well in translation.

THE things which I really learned, and am very much interested in, is to write materials in particularly organising it. In the next twelve months I will use these skills in writing my research.

I NEVER knew about TEE. Since the letter we received stated that we shall have a writers' workshop, but I was surprised to see TEE material in the first place until it was explained to me. I learned that students are not empty vessels as some teachers think. I really enjoyed the play, Seven Subjects and No Objects.

Most valuable was evaluation, not only of the workshop, but of my entire life, i.e. social, spiritual, economic, educational. And writing: this will help me during my research work at the college.

I LEARNED a better way of outlining a lesson or topic. This will help me even at college in outlining answers to the questions. I also feel that I have been helped in various ways of evaluation of which I have already started using. Of the things I learned I hope to be at least a better group leader or tutor or facilitator.

EXPAND the workshop. You should teach church leaders the importance of TEE. This course should be yearly.

EDITING in particular was important. There was little material given but what was given was quite important and practical. It has made me improve by showing me how to ask questions that both evaluate and challenge.

...DURING the first week I never felt my expectations were met. But towards the end of the second week I realised that my expectations were met at the workshop.

My comment is please keep it up. This course will help churches or members to grow and know God. I have learnt things like counselling, practical teaching and translating. These will be profitable to the churches in the next twelve months.

We need to say here that the workshop had been a success in the sense that a good number of the participants had grasped ideas on how to write. Of the fifteen participants two had already begun writing before they came to the workshop. Thirteen were beginners. Nine (9) are now able to write. These have significantly gained some writing skills. The remaining six could write given more guidance in writing.

IN general the skills to use in preparing and also planning materials to study were dealt with, although this needed further explanation and so the pace could have been more moderate.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA
P.O. BOX 23054 KITWE
ZAMBIA

25 July, 1984

Revd Erhard Mische
Gossner Mission
Handjerystrasse 19-20
1 Berlin 41
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Dear Friends

Please forgive the ~~terd~~ tardiness of this mailing. The first half of 1984 has been a time of considerable change and development in the life of the TEEZ and we have been exceedingly short-staffed during the crucial months of May-June. However, we can now send you the following:

1. Statement of Audited Accounts for 1983
2. Approved Statement of Budget for 1985
3. Minutes of Project Committee for May and July 6th.
4. Report of Progress in the work of TEEZ for the first six months of 1984.

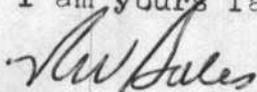
Some of you have already received the 'Proposed Budget' for 1985 as you mentioned that it would be needed by a specific date. The amended Budget included in this small packet is different only in detail.

- a) Whereas the original budget did not envisage provision of a telephone, the new one does.
- b) Transport costs and a few others were considered much too conservative due to the continuing drop in the value of the Kwacha. The consequent increases in all imports have to be allowed for.
- c) On the other hand, no provision can yet be made for changes in local income from the inclusion of the Reformed Church in Zambia as a member body because the Representatives from that church were not present at the meeting at which the budget was approved.

The Report which has been prepared in the form of an up-date, will explain in some detail the developments to which I allude in the first paragraph and the hoped-for outcomes in the form of increased effectiveness and more wide-spread use of TEEZ new material in the years to come. See especially the section on Training of Tutors and the Prognosis.

Those who have been concerned about the housing of the new Director should refer to Minute TEEZ/84/38 and the section of the Report entitled Directorship.

With warm greeting and best wishes,
I am yours faithfully,



Richard W. Sales
Project Co-ordinator

REPORT TO PARTNERS
TEEZ IN 1984 with
1985 PROGNOSIS

Introduction

Our last packet was posted to you while the Revd. C.J. King was still with us. Since that time there have been several changes in staffing. Revd. King (who was ordained priest on 22 July 1984 in Kabwe) was reassigned by the Anglican Church in June, 1983, and in his place Fr. Michael Bullock was asked to work with TEEZ on a 1/5 time basis, a basis that has raised many problems as he is resident priest in Mufulira. However his work has been very helpful. During the year past, Mr. David Pattee, a final-year theological student from the United States, served TEEZ for an internship year and this did much to bridge the gap between the expanding programme and the contracting staff. He left at the end of May in 1984. Meanwhile very strong representations were made, beginning with my arrival in 1982, to the United Church of Zambia to put TEEZ on a proper basis by appointing a full-time Zambian Director for the programme as a whole.

As I write, this has finally been done and the Revd. Benson Chongo (Dip. Makarere) and his family arrived on the 10th of July to take up the post. I suspect that this will be my last report to you, as Revd. Chongo, who is quickly learning the work of Director, will be your correspondent from now on, and quite properly so. He will have 'Acting Director' status for the first year, but I have no doubt whatever that he will be confirmed as Director when the Review Commission sits. As must be apparent from this brief sketch, the work load we have faced, especially in view of the expansion of our students body from 250 to over 450 in the last calendar year, has led to a lag in correspondence with you. We felt that students had to come first, even at the risk of giving offence to friends overseas.

Courses and Students

A programme like TEEZ cannot stand still. Either we have to move forward continually or we will fall back. In view of this we have continued to produce courses in the new Standard and Basic Series during this past year. To date two and a half of the projected six courses in the Standard Series are complete, and three of the projected five in the Basic Series.

The Standard Series was designed to give the quality of training which would enable men and women to meet on a near-par with the trained ministers and priests of the churches. It was recommended in particular for Anglican Supplementary Priests and UCZ Local Ministers in training. Each course comprises six forty-eight page workbooks and a manual on some aspect of ministry of 45 pages. We sell these six month courses for K10 each. During the period 1983-84 the demand for this training fell quite a bit, since the two major churches requiring it were consolidating their clerical forces and discouraged enrolment in the courses for such training. This situation appears to be changing at present as I shall explain in later sections. At this time there are 40 students enrolled in Standard Leadership Series courses.

The Basic Leadership Series really grew out of the discovery that many natural church leaders were not readers; coupled with the

realisation that a great many leaders felt they could not afford to buy the Standard Leadership or, for that matter, the other courses we offered. It became necessary to think again about how to serve the churches and meet the need in this area. The result was the Basic Leadership Series aimed at rural churches and written in grade seven English, both to facilitate translation and to be sure that the conceptual framework was reasonably within the grasp of students with little educational background. This series comprises courses of four workbooks of forty-eight pages, and costs K5 for a group, since only the leader needs to have the book. It trains people in five basic skills, preaching, teaching, counselling, worship and leading meetings and will qualify persons for lay leadership positions in their churches. As of June of this year over 200 persons had enrolled in the BLS courses, 178 in Bemba, and 55 in English. We had already awarded thirty nine completion certificates at that time.

One important result of this discovery that the Basic Series is what people want, has been my own shift of priorities in writing. As I mentioned, three of the projected five are now ready in English, and after completing the course I am now working on, on worship, in the Standard Series, I will turn to the worship course in Basic.

You may be interested to note that, since the programme began in 1979, we have awarded 267 certificates, 158 to members of the United Church of Zambia, 63 =Anglican Church, 26=Roman Catholics, Churches of Christ (who have awarded a number of their own certificates as well)=12, Reformed Church=2, Presbyterian Church=5 and others 1.

Training of Tutors

As we tell people we train, the TEEZ supplies both materials for study and tutors to lead the groups. Tutor-training has been on the increase since 1982. That year there was one. In 1983 we conducted four training events and also trained the four deaconess students in their classes. Thus far in 1984 we have conducted two formal courses, with three more scheduled during the year.

One in particular warrants attention. The Kitwe Consistory of the United Church of Zambia wants a trained tutor in each of its eighteen congregations to use the Basic Series of courses. By year end, we expect that the number of tutors will equal our total enrolment of students in 1983.

In addition, though by no means directly connected to our work, I have been asked to set up the first TEE training at Mindolo Ecumenical Foundation. A conference is set for early August in which people from (in the main) Zambia will learn the fundamentals of TEE and translation work. Early next year it is expected that an All-Africa Writers' Workshop to enable Africans to author their own self-study materials, will build on this first venture.

On the subject of tutor-training, we have received an urgent appeal from Central Diocese Bishop C. Shaba for a tutor-training because his diocese faces a terrible shortage of priests. TEEZ exists, we never tire of repeating, for exactly such reasons. If the churches will find the candidates, we will provide to the best of our ability the resources for training them according to the wishes of the churches.

Directorship

In the Revd. Benson Chongo I believe we have found the man 'worth waiting for'. Those who have followed our fortunes know that we had hoped to have a Zambian head of TEEZ from the beginning but the first candidate for the post ended up being defrocked. The second resigned without taking up the post. But Rev. Benson Chongo has delighted us by not only accepting, but by proving he was the right man all along. One day after he and his family came, he was ready to undertake a tutor-training in Kashinda, nearly 600km away and did exceptionally well. I judge more by the animated discussions than by personal knowledge, since the entire training was conducted in ChiBemba. He has done a considerable amount of tutoring previously, and was training officer for his Presbytery.

As for housing, the most advantageous opening occurred just when we were going to have to settle for something complicated. All avenues seemed closed when the Acting Director of Mindolo Ecumenical Foundation offered accommodation on the basis of a payment of K30,000. Of the total, K15,000 is for renovation of an existing house. The other K15,000 is to be invested and the income will provide a 'rental' to Mindolo for as long as TEEZ requires the house, which is to be provided with basic furniture. Present accommodation while renovation takes place is in the Chaplain's house on campus. The solution, which we feel certain will meet our needs for the foreseeable future, is in line with our policy of vesting all property in the name of an 'owner' for ultimate reversion, in the event of TEEZ's demise or incorporation into some other framework.

So, as I approach my last year in TEEZ, I feel profound relief that the programme is in secure hands.

Constitution

I was profoundly disturbed when I realised that what TEEZ had been calling its 'constitution' was, in fact, merely an agreement for getting started. As a result, we have gone through several processes in draughting and getting approval of a proper Constitution for TEEZ. You will be glad to note that it calls for audited annual Statements of account, and the first of these is enclosed (even though the Constitution has not yet been ratified by member churches). As a result of consultations with our Auditor, who also audits books of several other charitable organisations in Zambia, we have instituted some changes in accounting practice, however, it may be reassuring to you to learn that no suggestions of misuse of funds were made.

Pending still is a proper Vehicle Policy for TEEZ. We have only one vehicle, supplied by the United Church Board of World Ministries on my arrival and vested in the United Church of Zambia. Although it has been logged and careful records kept, the first proposal for a comprehensive policy was rejected by the sub-committee on Structure which draughted the Constitution. By the beginning of 1985 we hope to have a policy of this nature in hand and ready for adoption at the same meeting which adopts the new Constitution.

We can send you the proposed Constitution if you wish it, but we will send you the approved Constitution once it is adopted in next year's packet.

Prognosis

There is a growing consciousness among the churches we serve that TEEZ represents not only a viable means to accomplishing their training and leadership education needs, but increasingly in a land where books are growing scarce and foreign exchange is getting more and more difficult, the viable alternative.

The United Church of Zambia has had a dual system of training its lay preachers, but today the books they were using are all out of print and there is little likelihood of their being reprinted. And as TEEZ is filling the void effectively, there is less interest in looking for other alternatives.

Likewise, as I noted earlier, the Anglican Church is once more planning a crash programme of training supplementary priests for parish work. They will call on us to supply the lessons and we will respond as we have done before.

What is still lacking is a forum where the vision of what TEE can do for the churches can be discussed. Where or how such a forum might be established (for there does not seem to be any such opportunity today) is hard to see at present. But a TEE network once established can do many things for a church, for a group of churches, for the nation. I still mention whenever we are asked what we do, that we could be helping professionals in medicine, law and education to grapple in a Christian context with the increasingly complex moral and ethical issues of the day, and at the same time, because they meet in groups, helping them to form mutual support groups where they are. I sometimes add that if the churches were interested, TEE could mount a comprehensive primary health care programme through them that reached into the smallest of rural villages. On the other end of the extreme, TEE could, if the churches wanted it, help to train pastors in parishes to degree level and beyond. It would take staffing and building relationships with a degree-granting institution (probably not in Zambia), but it would lessen the need presently felt to send promising pastors overseas for first degree study.

That last would naturally mean TEEZ would have to expand both in staff and facilities, but if it were desired, there would be nothing to stand in the way, and it might be possible, given our location next door to the Theological College on one side and Midolo Ecumenical Foundation on the other, to accomplish such a transformation relatively easily. What is still not fully appreciated in Zambia is the uses to which such a programme can well be put.

But in spite of the somewhat tunnel vision of TEEZ as a lay leadership/supplementary priesthood programme, the immediate future looks to be one of rapid expansion, if we are able to keep up with the demand. My task during the next year will be to complete the two Series of courses while that of Revd. Chongo will be more and more to take on the leadership of the TEEZ as it grows. In all this you have played and continue to play a fundamental role. You make the educational ministry of TEEZ work.

Richard W. Sales
23 July, 1984

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA
1985 Budget
As approved by Project Comm. 6 July 1984

Expenditure

180 a week.

A. Personnel			
Project Director: Salary and Allowances (note 1)	3000		(acc: 2960k)
Rates and Utilities	1500		
Production Organiser: ZNPF and Salary	3300		
Project Co-ordinator: Salary (7months) (note 1)	3500		
Rental/Utilities	4500		
Intern Allowance and Costs	1500		
Anglican Organiser (note 2)	5000		
Caretaker costs	<u>600</u>	22,900	
B. Office and Administration			
Office Maintenance & Utilities	1000		
Telephone and Postage (note 3)	1500		
Stationary and Equipment	3000		
Depreciation/ Replacement of Duplicator (note 4)	<u>3000</u>	8,500	
C. Programme Costs			
Transport (inc. Registration/Insurance)	2500		
Local Tutor Training and Research	2000		
Translations	2000		
Course and Reference Books	<u>200</u>	6,700	
D. Contingency @ five per cent			1,905
Total Costs for 1985			<u>40,005</u>

Income

A. Local Sources			
Course fees	3500		
Affiliation Fees and Subscriptions	500		
United Church of Zambia (see note 1)	7200		
Zambia Anglican Council (see note 2)	<u>5000</u>	16,200	
B. Overseas Partners			
UCBWM/Disciples (Co-ordinator's Salary)	3500		
British Methodist DOM	2000		
Christian Church /Disciples USA	1500		
Church of Scotland DOM	1500		
Council for World Mission (UK)	1500		
United Church of Canada	<u>1500</u>	11,500	
C. Other Sources (including CEVAA)		12305	12,305
			<u>40,005</u>

Notes.

1. The United Church of Zambia and UCBWM/Disciples are responsible for the Co-ordinator's salary and rental as well as the Director's salary, though not all his allowances. Income and expenditure here nearly balance.
2. The Zambia Anglican Council account is not expected to approach the costs estimated in Expenditure and Income sections in 1985 unless a full-time person is appointed.
3. By vote of the Project Committee, money has been allocated for the first time to telephone installation.
4. This figure is dependent upon a grant or donation of new or reconditioned duplicator in 1985.

T E E F IN ZAMBIA

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR 1983

INCOME

DONATIONS

Christian Church, Disciples, USA	4 152.74
Church of Scotland	1 767.00
C W M - UK	2 000.00
Methodist Church UK	1 794.27
United Church Board World Miss USA	3 000.00
Zambia Anglican Council	2 440.30
United Church of Zambia	<u>3 820.00</u>

Course Fees	18 974.31
Book Sales	2 025.35
Interest on Savings	295.22
	<u>133.53</u>

ACTUAL	BUDGET
1983	1983

21 428.41

EXPENDITURE

Salaries, wages, etc	16 230.10
Printing & Stationery	1 507.97
Transport	612.25
Programme Expenses	517.20
Translations	390.10
Electricity & Water	298.70
Telephone & Post	<u>99.62</u>

19 655.94

Surplus - Excess of Income
Over Expenditure for the
Year to 31.12.83

1 772.47

MS/VB
28 May 1984

T E F F IN ZAMBIA

BALANCE SHEET AT 31 DECEMBER 1983

GENERAL FUND

Capital Donations since 1978

Gossner Mission	1 845.87		
United Church of Zambia	600.00		
Church of Scotland	4 820.14		
Methodist Church of UK	11 579.77		
United Church of Canada	9 846.30		
Evang. Missionwork Germany	<u>5 581.37</u>	34 273.45	
Surplus on years 1978 - 83			
1978	1 168.38		
1979 (Deficit)	(981.80)		
1980	3 705.55		
1981	1 982.90		
1982	2 868.60		
1983	<u>1 772.47</u>	<u>10 516.10</u>	44 789.55
Less: loss on sale of Uniport			<u>102.44</u>
			<u>K44 687.11</u>

Represented by:-

Office Building	18 339.82		
Office Equipment - desks, gestetner, typewriter, chairs, cupboard, filing cabinet, steel shelving, at cost	<u>1 726.67</u>	20 066.49	

Balances at Banks and in hand

Fixed Deposit	20 000.00		
Current Account	4 570.62		
Petty Cash Float	<u>50.00</u>	<u>24 620.62</u>	
			<u>K44.687.11</u>

Members of the Theological Education by Extension in Zambia Committee,
Kitwe

I have examined the vouchers, the annexed Balance Sheet and Income & Expenditure Account for the years ended 31 December 1978 to 31 December 1983 and in my opinion, the accounts present fairly the state of the Church's Financial affairs and of its surplus of income over expenditure for the year ended 31 December 1983.

Muriel Sanderson (Mrs)

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA
16th Meeting of the Project
Committee, 6th July, 1984.

Present:

Anglican: Bp. C. Shaba
Fr. C. Helms

Churches of Christ: Mr. J. Hamugande
Mr. A. Katumba

United Church of Zambia: Revd. P. Bwalya
Revd. E. Lumbama
Revd. W. Dalrymple

Reformed Church in Zambia: none

Staff: Mrs. E. Mwelwa, Bemba and Production Organiser
Revd. K. Sales, Programme Co-ordinator
Revd. M. Bullock, Anglican Organiser
Revd. B. Chongo, Director-Elect

Apologies: Bishop J. Mabula, Mr. C. Woodhall, Mr. J. Phiri, Revd. M. Miller.

Opening: Revd. W. Dalrymple opened with Prayer.

Chairman: The Revd. Paul Bwalya, Copperbelt Moderator of the U.C.Z., was elected Chairman for the meeting.

Minutes: The Minutes of the 15th Meeting, 29th May, were accepted but no Old Business was dealt with as this meeting is specifically called to complete business not done then.

TEEZ/84/34 Constitution. The Proposed Constitution was read and corrections made. It was then adopted for circulation to the four member churches for their Courts to act upon. The proposed date for its acceptance is March, 1985.

TEEZ/84/35 The 1985 Budget was considered. It was formally moved and voted that provision be made for the installation of a telephone in 1985 in the budget. The budget was then adopted for circulation to overseas partners and local churches and interested parties.

TEEZ/84/36 Transport for Project Committee Members was discussed. The Co-ordinator noted that he had a copy of a letter from a R.C.Z. delegate who found it very difficult to come from Chipata. It was agreed that we should fund members' expenses from Contingency, in future, if they made claims of a reasonable nature.

TEEZ/84/37 Stencil Purchase. The Co-ordinator noted with alarm that stencils had doubled in price since the last purchase in 1983. It was necessary to request up to K1200 for a new supply which may last a year. It was agreed to authorise the purchase of stencils to a limit of K1200, the Co-ordinator seeking the best price possible.

TEEZ/84/38 Housing for Director. The Co-ordinator reported for the Housing Committee, that a search for adequate and affordable housing had been carried out by different Committee members. By the second meeting the possibilities had come down to one, in Riverside Extension, at a cost, unfurnished, of K40,000, a house that would

not be ready until October or November of 1984. At that point the Principal of the UCZ Theological College did not feel the possibilities of using Deaconess House for the period until the other house was ready were good. In discussion with the Acting Director at Mindolo, the Co-ordinator was assured that housing could be provided for K30,000 on the basis that one of Mindolo's rental houses would be rebuilt and furnished for an advance of K15,000 and the other K15,000 was to be invested so that its income would provide rental in a technical sense. The Acting Director guaranteed that a contract assuring TEEZ of these terms would be drawn up and offered Revd. Chongo and family furnished housing on campus until the building was finished. The Project Committee heard the report with interest. From the odd two thousand we expect to have in excess of the K30,000, we will help with additional furnishings, such as refrigerator. The Committee further added, when the question was asked, that as our proposed Constitution does not allow TEEZ to own property in its own name, this arrangement is precisely the same as if the house were vested in the name of one of the churches, to revert, in this case, to MEF in the event of TEEZ no longer requiring it.

The agreement is conditional on a Contract being drawn and duly signed between MEF and TEEZ stating the terms and accepting the 'rental' sum in perpetuity.

TEEZ/84/39

Mwelwa Leave Pay. A request from Mrs. Mwelwa that she be paid a month's leave instead of taking leave was received. In her absence from the meeting, members indicated that this would be in order, but indicated concern, as well, that she did need leave. The final vote unanimously authorised her to receive one month's salary additional in August in lieu of leave, but specified that this was something that would be done no more often than once in three years.

TEEZ/84/40

Increment of Mwelwa Salary. The Committee authorised an increment in August of ten per cent.

Bishop Shaba raised the last matter of the meeting, when he requested a Tutor-Training in September for the Central Diocese. The Co-ordinator replied that there would be no trouble if a suitable date and venue were found.

Closing: The meeting was closed by prayer from Bishop Shaba at 1610 hours.

Signed:Chairman pro tem..... date.....

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA
15th Meeting of the Project Committee
29th May, 1984

Present:

Anglican: Fr. R. Doxsey
Bp. C. Shaba
Bp. J. Mabula

Churches of Christ: Mr. J. Phiri
Mr. C. Woodhall
Mr. A. Katumba

Reformed Church in Zambia: Revd. M.M. Banda
Revd. E.A. Phiri
Revd. A.B. Zulu

United Church of Zambia: Mr. I. Banda
Revd. P. Bwalya
Revd. E. Lumbama

Staff: Mrs. E. Mwelwa: Bemba and Production Organiser
Revd. R. Sales: Programme Co-ordinator
Revd. M. Bullock: Anglican Organiser
Mr. D.E. Pattee: Intern
Revd. B. Chongo: Director-Elect

Observers: Fr. C. Helms (Anglican), Revds. D. Nicol, W. Dalrymple, M. Millar,
Mrs. N. Sales (UCZ)

Apologies: Revd. C. King.

Greetings: Greetings were extended to Revd. Chongo and the 3 representatives
of the R.C.Z.

Opening: Fr. Charles Helms opened the meeting with prayer, at 1415.

Chairman: Fr. Helms was unanimously elected meeting chairman.

Minutes: The Minutes of the 14th Meeting of the Project Committee held in two
parts, part I on 27/1/84 and Part II on 23/2/84, were put before
the meeting.

TEEZ/84/24 The Minutes were adopted without correction and without dissent.

TEEZ/84/25 Local Cooperation. Revd. Lumbama noted that the local meeting on
ecumenical cooperation with the Roman Catholic Church had not yet
taken place (see 84/4) and Revd. Sales said the pressure of events
had not permitted the preparation of the information packet. (84/3)

TEEZ/84/26 Tutor Titles and Qualifications. There was no report on this matter
from 84/7 and it was put off in view of the pressing business of
this meeting.

TEEZ/84/27 Director's Appointment. Revd. Sales described the situation which
had led to the appointment in April of the Revd. Benson Chongo to
be the Acting Director of TEEZ and read the letter from the General
Secretary of UCZ which confirmed that he would serve under the same
terms of reference as the Literature Officer or Stewardship Officer
of the UCZ with pay.

TEEZ/84/28 The Audited Financial Report. Mrs. Muriel Sanderson came and by arrangement was given the chance to present the audited report. She pointed out that the early years presented a difficulty for the records were not complete, so her balance sheet was comprehensive dealing with the period from 1978 to the present. She also noted that with regard to income and expenditure, TEEZ were very low on such matters as transport and postage.

TEEZ/84/29 It was agreed that the Transport Cost be raised pending a fuller report, to 15 ngwee per kilometre effective from May.
Mrs. Sanderson apologised for the delay in filing the audited but received a vote of thanks for her diligence in piecing together the puzzle of five years' reporting. She left at this point.

TEEZ/84/30 Housing for the Director. The Revd. Millar reported that she would take an option on plot 5668 of Phase 3 of Riverside Extension. The house might well cost K40 000 and would not be ready until September at the earliest. However, we can plan for temporary housing until it is ready, preferably in the same area as Revd. Chongo has five children of school age. The sub-committee mentioned in 83/27 was amended. It now consists of: Revd. E. Lumbama, Mr. C. Woodhall, Revd. M. Millar and the Programme Coordinator and has power to make decisions regarding housing.

TEEZ/84/31 Structure Sub-Committee Report. The Structure Sub-Committee reported first on the Director's Job Description, which consumed the remainder of the meeting (appended in corrected form).

TEEZ/84/32 At the conclusion, Mr. David Pattee reported on the tutor-training conducted by him, Fr. Bullock and Mrs. Mwelwa in Mansa. The following were certified as Tutors:

- Alfred E.C. Bwalya, (ANG) Box 710156, Mansa
- Mutuna G. Chama, Box 710014, Mansa (ANG)
- Yoram S. Chomba, Box 710014, Mansa (UCZ)
- Joseph Kalumba, Box 710338, Mansa (UCZ)
- Rev. Tobias Kaoma, Box 710023, Mansa (ANG)
- Musola M. Kaseketi, Box 710050, Mansa (UCZ)
- Jastin O. Katebe, Box 710161, Mansa (ANG)
- Daniel C. Kaunda, Box 710144, Mansa (UCZ)
- James K. Lusambo, Box 710001, Mansa (ANG)
- Ivor O. Lumbeta, Box 710023, Mansa (ANG)
- Paul C. Mumba, Box 710065, Mansa (ANG)
- Yoram Musambachime, Box 710117, Mansa (ANG)
- Rev. Cuthbert Lumbeta, P.O. Chipili Mission, Mansa (ANG)
- Evans Mwewa, Box 710023, Mansa (ANG)
- Victor C. Mwila, Box 710023, Mansa (ANG)
- Evelyn Namwana, Box 710120, Mansa (UCZ)
- Rev. Nicholas Nshimba, Box 710046, Mansa (ANG)
- Kasunga J.C. Sule, Box 710368, Mansa (ANG)

Appreciation for the contributions Mr Pattee has made to TEEZ during his year's internship was expressed by several people, and everyone was invited to a tea in his honour at the conclusion of the meeting.

TEEZ/84/33 Fr. Roy Doxsey noted that this will be his last meeting as Anglican representative and was included in the tea. He informed the committee that his replacement will be Mr. Bartholomew B. Chabi, Box 70172, Ndola.

Next Meeting: Revd. Sales reminded the Committee that the passage of the new Constitution is very urgent and it was agreed to hold another meeting on the 6th July at 1330 hours.

Closing: The meeting was closed with prayer by Mr Pattee at 1645.
Respectfully submitted: Richard W. Sales

Signed: _____ Date _____
Chair pro tem

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA
P.O. BOX 23054, KITWE

REPORT ON STUDENTS AND GROUPS
JUNE, 1984

People have visited TEEZ offices recently from other places and asked the question, 'What is the size of your Programme?' That is a very fair question. But it was only recently that I was able to up-date the figures of the last tabulated report of October, 1983 and see just what we are doing. I was surprised in a number of ways.

Student and Group Enrolment (June, 1984)

The best news is that our enrolment stands at present at over 450. I have broken these figures down as follows:

	Groups	English	Bemba	Tonga	Level 2-3	total
Anglican Church	22	36	24		6	66
Churches of Christ	4	1	26			27
Presbyterian	2	5				5
Reformed Church	1	9				9
Roman Catholic	7	10	13	3	1	27
United Church	41	127	181		14	322
Independents	2	2				22
	<u>79</u>	<u>190</u>	<u>244</u>	<u>3</u>	<u>21</u>	<u>458</u>

As you look at that table which shows first the groups meeting, considerably up from the 56 reported in October of 1983, by far the greatest increase is in the UCZ. Then they had only 17 groups and a total of 110 students. Today there are 41 groups and 322 students.

What accounts for this enormous increase in enrolment? In part, it is the training that was done in 1983. Some of the outlying areas, Luapula, Northern Province, have begun to get to work. Sadly, I have to report no increase in Western Province, but the news from other sides is very encouraging.

But surely the largest increases have taken place because of the new series of courses known as the Basic Series. Course E30 and B30 together have a combined enrolment today of 233, whereas in October of 1983 there were only four. Here is how the twelve courses enrolled for in 1984 are divided:

English	Bemba	Level 2-3	
30 = 55	30 = 178	221 = 1	
101 = 2	101 = 2	241 = 1	
130 = 37	129 = 1	361 = 1	
138 = 8	138 = 8		
<u>102</u>	<u>189</u>	<u>3</u>	tot. 294

Someone who has that previous enrolment report may have noted that we reported 207 students in October, 1983, and here we report that 294 new students have enrolled. That total is 501, not 458. So what has happened to the others? In fact, a number have gotten certificates. So far this year, we have granted 59 certificates, some of them to students who do not show up in this summary because they enrolled and completed since the last tally was done.

On the other side of the paper is a summary of the certificates granted over the five years since the first were awarded by TEEZ. It is organised by church affiliation and the total of 267 is not quite what it seems, for it includes perhaps a dozen students who have taken more than one certificate, and two more than four.

Certificates Granted by TEEZ since the Beginning:

Churches	1980	1981	1982	1983	+1984	Totals
Anglican Church		3	33	13	14	63
Churches of Christ		2			10	12 (note ++)
Presbyterian Church				4	1	5
Roman Catholic		7	14	3	2	26
Reformed Church					2	2
United Church	13	51	44	20	30	158
Independents			1			1
	<u>13</u>	<u>63</u>	<u>92</u>	<u>40</u>	<u>59</u>	<u>267</u>

Notes: + first six months of 1984 only

++ Churches of Christ have previously bought courses and awarded own certificates. These are only the TEEZ certificates awarded.

Of the courses TEEZ has offered since the beginning, the most popular (in terms of certificates awarded) are:

E101= 103
E102= 20
E121= 19
E176= 9

B138= 45
B101= 18
B129= 8

These are the only certificates awarded to date in TEEZ records, for Level 1.

Of the new courses, B30 has already awarded 31 certificates, E30=4, E31=4. The latter two categories were for Deaconesses in training who then went out in Kitwe and enrolled students for E and B30 courses and will probably continue to do so where they are serving.

A final, less prosperous note:

The above indicates that TEEZ is alive and well, that we were probably right to set out on a new series (two in fact) of courses of study, and that the future looks good for lay leadership, theological education.

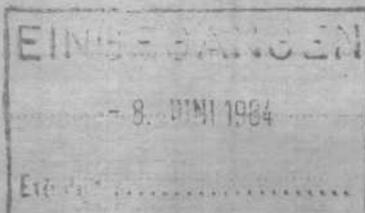
But it is worthy of note here that the figures still do not add up well. We have dropped a large number of students over the years. And the interesting thing is that many of those we have dropped have never taken a test, and possibly never studied a thing. I have not done the statistical survey from the beginning and our records are incomplete from 1979, but I would guess in terms of the groups I retired while preparing this report, that roughly one group in five never proceeds as far as the first review test. Six groups that have passed from 'active' to 'completed' had nothing on their group record sheets at all.

Part of the problem, at least recently, is that when a Tutor is also a minister or priest, and is transferred, often nothing seems to have been done about asking someone else to oversee students in progress in his group or groups. Consequently, I am seeing in my mind's eye small bands of wandering students, workbooks firmly clutched in sweaty hands, wandering around like lost sheep. I'm sure that isn't accurate, but please note that TEEZ doesn't always know when a priest or pastor is transferred and hence cannot ask the right question at the right time. Six months later may be too late. Impetus is lost and the students may by then have a negative outlook on their experience.

Richard W. Sales
Project Co-ordinator

1 June 1984

Revd. Ehard Mische
Gossner Mission
Handjerystrasse 19-20
1 Berlin 41
Fed Rep. of Germany



Dear Revd. Mische

Thank you for your letter of 21 May which arrived yesterday. I hasten to respond to it. I am, as you will understand, new at the position of Co-ordinator of TEEZ, and I was not aware of the terms in the request sent by the former Co-ordinator in his appeal for the office.

Clearly what happened was that enough moneys were secured as a result of that appeal to proceed with the construction of the office block but not with the house that was anticipated to go with it. I can well imagine that it would not be in order to make a new appeal for the same project and would not make such a request now that I understand the position.

The unfortunate fact of the matter is that we do face a problem in providing housing for our new Director and his seven children. The churches in Zambia are very poor. In fact, the real trouble is that most of our member churches are in debt and are quite unable to meet their own bills. The United Church of Zambia happens to be over a half million in debt at the present time and as a result has sold two properties in 1982 before I realised what was happening, right here on the Copperbelt, to meet payments they had to make. They are in no position to provide anything for the housing of the new Director. We ourselves now have a guarantee of about K30 000, which will probably meet $\frac{3}{4}$ of the cost of the house we hope to buy.

Perhaps you would be in a position to advise us as to whom we can write and contact that might be able to help us with some of the balance.

I will certainly look forward to meeting with you when you are in Zambia in July. You will at that time be able to see the office and confirm visually that the money you sent from EMW was indeed spent wisely and well.

With best regards and the hope of seeing you face to face in due course, I remain,

Richard W. Sales
Project Co-ordinator

P.S. I am presently committed to a tutor-training from the 12th to the 15th of July in far-away Kashinda so if there is any flexibility in your plans, please try to visit before that or after.



AÉROGRAMME
AIR LETTER

BY AIR MAIL
PAR AVION



The Revd. E. Mische
Gossner Mission
Handjerystrasse 19-20
1 Berlin 41
Fed. Rep. of Germany

SECOND FOLD HERE

Enclosures are not permitted

LEAZ
Box 23054
Kitwe, Zambia

Sender's name and address

TO OPEN SLIT HERE

Evangelisches Missionswerk, Mittelweg 143, 2000 Hamburg 13, Telefon (040) 41 58-1

Ihr Zeichen:

Ihr Schreiben:

Unser Zeichen:

Datum: 4.2.1983

Kurzmitteilung:

Anlagen: 2 Exemplare des "Agreement" für
Projekt T 157/1/82 - TEE in Zambia

TEE

EINGEGANGEN
- 7. FEB. 1983
Erledigt

EMW, Mittelweg 143, 2000 Hamburg 13

Herrn
Pfarrer Erhard Mische
Gossner Mission
Handjerystr. 19-20

1000 Berlin 41

Anstelle eines Anschreibens

Mit der Bitte um:

Kenntnisnahme

Bearbeitung

Stellungnahme

Rücksprache/Anruf

Rückgabe

Weiterleitung

aufgrund Ihres
Schreibens vom

gemäß telefonischer/mündlicher
Vereinbarung vom 4.2.83

zum Verbleib

mit Dank zurück

Mit freundlichen Grüßen

M. Pellmann

an TEE geschrieben
9.2.83

TEEZ

Mr. Richard W. Sales
P.O. Box 23054
Kitwe-Zambia

May 21, 1984

Dear Mr. Sales,

Thank you very much for your letters of February and May 1, 1984 with the various informations about the development of TEEZ. We are very happy to hear that the UCZ has appointed Rev. Benson Chongo to become your successor in 1985 which certainly will insure the survival of TEEZ. As you know Gossner Mission has been showing great interest in TEEZ from its very beginning. And we still feel obliged to assist it as far as we are able to do so.

Now you ask me to appeal again for additional DM 12.000,-- from the Evangelische Missionswerk (EMW) which is needed for building a house for the new director. I understand the situation of TEEZ well, but it is not very easy to explain our purpose to EMW.

The first DM 12.000,-- have been asked for an office building which however - according to the first idea - should include accommodation for the Zambian director. For a staff house alone the EMW was very reluctant to react positively due to its own criterias which say that domestic Churches are responsible to provide accommodation. When the money which was asked for the office was finally released the office was already completed and financed by other sources. After some discussions the responsible secretary of the EMW and I agreed to use the money for the staff house as part of the office set up.

If we ask the EMW again for new funds we have to prove that the office building has become more expensive than originally planned. Even now we have to make clear officially that the money has been or is being used for the office building.

Therefore I would appreciate if you can give me some advise how we are going to cope with this matter.

Around the 10th of July I am planning to visit Zambia again for two weeks. If there is any opportunity to meet with you I would be much delighted to discuss with you this problem and the future cooperation between TEEZ and Gossner Mission.

With best greetings and wishes
faithfully yours,

Rev. Erhard Mische

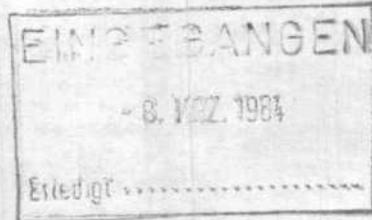


THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

27 February
1984

Revd. E. Mische
Gossner Mission
Handjerystrasse 19-20
1 Berlin 41
Fed. Rep. Germany



Dear Revd. Mische

In 1983 you were kind enough to use the good offices of the Gossner Mission to obtain for the TEEZ DM 12 000 toward the building/purchase of housing to be used by the Zambian Project Director whom we still anticipate will be appointed by the United Church of Zambia to lead the TEEZ from 1985 (and work with me before that time). You will also have received our mailing of our balance sheets and reports for 1983 by separate post.

- We face an horrendous dilemma at the moment. It has three parts.
1. TEEZ, if it is to survive, must have a Zambian appointee soon and this appointee must be someone who has initiative and ability.
 2. TEEZ must simultaneously work to develop the formal groundwork of interdenominational affiliation without which the appointee will find it very difficult, if not impossible, to work.
 3. To have the appointee, we must have housing..

Our dilemma is that if we have 1. and 2. without 3., we will not be able to do anything, because of the housing position in Kitwe, which is immensely tough. On the other hand, if we have 3. and then there is either no appointment (1.) or a hitch in developing the formal Constitutional framework (2.), we may be accused of squandering the funds made available by donors, and rightly so. All this I explained in my packet to you. The problem is intensified by the fact that in recent months the value of the Kwacha on international markets has dropped radically and the money we collected in 1983, which would nearly suffice to buy a house in January, 1984, will not do so in May or June, by the time we shall know the answers to all our questions.

So I am writing to appeal for aid from the Evangelisches Missionswerk again. I would like to ask for a donation for TEEZ equal to that made last year if possible, DM12 000. But I would like to assure you that if, for any reason, we do not find that conditions 1. and 2. are fulfilled, we shall inform you directly, and ask you to tell us what to do with the total of money we have received, by then K5581 from the original donation (plus interest) and the sum that the current request may bring us.

I recognise that this is a strange way to make a request, but I am certain that, since there is no way we could re-convert the money to DMs from Kwacha, you will appreciate that I am trying to state the request as honourably and responsibly as possible. I think it highly likely that matters will resolve themselves and we will be purchasing the house in June. But there is the chance that we shall not be able to do so and even that the Project, for lack of foundation or Zambian leadership, might ~~even~~ be forced to close down in 1985. In such an eventuality, you should know that your money will not be lost or squandered. I hope that you can feel it within your power to support this request with its safeguards.

With best wishes, Yours sincerely,

Richard W Sales



**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.) 1 May, 1984

The Revd. E. Mische
Gossner Mission
Handjerystrasse 19-20
1 Berlin 41
Fed. Rep. of Germany

EINGEGANGEN
14. MAI 1984
Erledigt

Dear friend,

Please forgive the duplicated letter. The good news must be distributed widely. In its Synod Executive meeting of the 26th to 29th April, the United Church of Zambia Appointed the Reverend Benson Chongo to be the Director of the TEEZ.

Reverend Chongo had indicated a strong interest in the TEEZ in many ways. He has been an excellent tutor who has helped several groups of students to obtain passes in TEEZ courses in Kabwe, where he has been a pastor and lay-training officer for his Presbytery. He had a diploma from Makerere University, and has written on several occasions with suggestions to improve courses. And he has indicated his interest in developing TEEZ in Zambian terms. It is unlikely that the United Church of Zambia could have selected a better person than he for the job.

We have written to ask if he can be relieved of his parish duties by the beginning of July so that he can have a half-year of employment in TEEZ in 1984. And we look forward to his joining us here in early July.

For some of you that is the good news we want to convey in this letter. For others among you, this letter is to request that the funds we wrote about in February for housing of a TEEZ Director be released and sent to us so that we can see how close we will come to the estimated K36000 we will need for the purchase of a house and the additional K4000 we estimate will be needed for equipping that house with the basic furnishings for the new Director. We shall not require the money itself before the first of June, but we would be grateful to know as soon as possible how much to expect so that we will know how much of a shortfall to expect. The present fund for housing stands at about K22000 and you will know the respective rates of exchange for the currencies you deal in. We in this office are tremendously excited at the prospect of adding Reverend Chongo to the staff and at the hope that by 1985 you will be getting to know him through correspondence.

Yours faithfully,

Richard W. Sales
Richard W. Sales
Project Co-ordinator



**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

Rev. E. Mische
Gessner Mission
Handjerystrasse 19-20
1 Berlin 41
Fed. Republic of Germany

P.O. BOX 23054 - KITWE - ZAMBIA

February 25
1984

(Office: 15B Enos Chomba Avenue, Kitwe.)

LEININGEN
- 5. MRZ. 1984
Erledigt

Dear Friends

As donors and friends of the TEEZ, you will be particularly interested in the enclosed reports. During 1983 the TEEZ expanded its programme of lay leadership training as well as the corpus of materials for that purpose.

At the same time, and, for you, we believe, more importantly, we took very important strides toward putting this Project in the hands of capable Zambian leadership, even if, as you will read in the reports of our work, we have encountered a very significant setback in the process.

Briefly summarised, the Rev. Cecil King (until mid-year), the Intern, David Pattee (from July, 1983 on) and I laboured with the courts of the United Church of Zambia to bring to fruition the efforts begun by David Curtis to bring a Zambian to the Project as Project Director. In January, 1984, the appointment was formally made, and on the last day of the month, the appointee tendered his apologies. He was not prepared to take it up. But the very process taught us something we needed badly to know. And in the minutes of the 14th Project Committee (Parts I and II) you will see that we realised during the last month that TEEZ stands upon shaky ground vis a vis the churches that make it up. The Project Committee took up the challenge, and leaders of the UCZ have also accepted their responsibility to make a fresh appointment soon. As you will see, a formal Constitution is to be drawn up and we have been given the assurance that the April Executive of the UCZ will make the formal appointment so badly needed if the Project is to survive.

In honesty and, we believe, as good stewards of your money, we feel obliged to hold off making a house purchase until we see that the process will reach completion, both of the new appointment and of the regularisation of TEEZ's relationship to its member churches. We would not ask a Zambian Project Director to undertake formal links at the same time he/she takes on the responsibility for the administration of the expanded work. We hope two things:

1. That you will feel our stewardship reflects a sense of careful responsibility of your partnership with us, and
2. That you will continue to support us this year so that the Project runs smoothly while we build stronger foundations. We greatly value your help at this critical time.

For the Project: Richard Sales
Project Co-ordinator

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA PROJECT COM -
MITTEE: 14th MEETING: 27 January, 1984
PART I

Present:

Anglican Church: Fr. C. Shaba
Fr. R.D. Doxsey
Fr. B. Castle
Churches of Christ: Mr. J. Phiri
United Church of Zambia: Rev. P. Bwalya (Pby. Moderator)
Rev. E. Lumbama
Rev. W. Dalrymple

Others Present:

Rev. M. Miller, Mrs. B. Sales (UCZ)
Fr. C. Helms (Anglican)
Rev. P. Ng'andu (Staff member elect)

Apologies for Absence:

Rev. S. Miti (Reformed Church in Zambia)
Rev. J. Chisanga (UCZ)
Mr. C. Woodhall (Churches of Christ)

Staff: Mrs. E. Mwelwa, Production and Beaba Organiser

Fr. M. Bullock, Anglican Organiser
Dr. R. Sales, Project Co-ordinator
Mr. D. Pattee, Research Assistant

Opening: The meeting was opened at 1415 with prayer by Fr R.D. Doxsey.

TEEZ/84/1 Election of Chairperson for meeting: Fr. Brian Castle was nominated and elected to chair the meeting.

TEEZ/84/2 The Minutes of the 13th Meeting of 4th November, 1983 were adopted after correction.

Matters Arising:

Local Support: (TEEZ/83/17) There was considerable discussion of the Matter of Local Support for TEEZ, together with the need for TEEZ to be better understood in the churches. It was resolved and VOTED that:

TEEZ/84/3 At the next meeting TEEZ should set a target figure for local support in 1985 and prepare an information packet, the use of which would be determined at the meeting.

It was further resolved and VOTED:

TEEZ/84/4 That Rev. Lumbama be asked to make contact with the Roman Catholic Church personnel in the meeting on ecumenical cooperation this coming week stating that TEEZ were eager for cooperation.

Reformed Church in Zambia: Mr Sales noted that we had not yet had any definite word from the national office regarding participation and it was noted that Mr P. Thembo of the Zambian Broadcasting System in Kitwe might be able to assist in supplying us with clues.

Anglican Participation: (TEEZ/83/18) Father Bullock discussed the problems he felt in making his 1/5 time appointment count. Several suggestions were made by members, and it was resolved and VOTED:

TEEZ/84/5 That Fr. Castle consult members of a meeting to be held on the 28th of January about ways to activate his role within the Anglican Church itself.

Part I cont'd

Mufulira Tutor-Training: The staff reported verbally on the tutor-training event held in Mufulira under the auspices of the Anglican Central Diocese on 18-20 November, 1983. Ten people took the post-test and all passed. Another training is being planned for Mansa again under Anglican auspices for the Easter season. The following were certified Local Tutors:

Fr Isaiah Wilfred Chabela, St. John's Ch., Box 10412, Chingola
Mr B.M. Chaponda, Box 898, Mufulira
Mr. Leonard J. Jalasi, Muf. Teachers' College, Box 40400, Mufulira
Mr. Frazer Kachikoti, M.T.T.C., Box 40400, Mufulira
Mr. Edgars Kasongo, St. Barnabas Ch., Box 10017, Chingola
Mr. Edward S. Launda, P.O. Box 45, Kasompe, Chingola
Mr. Ellison Mhokweze, Chingola Primary School, Box 10031, Chingola
Fr. N.T. Mwanza, St Francis & St. Clare's Church, Box 210302, Chililabombwe
Mr. Christopher S. Nkonjela, 83 Spring Soko Ave., Mufulira
Mrs. Anna M. Phiri, House 553, Section 3B Kantanshi Twp., Mufulira

It was resolved and VOTED:

TEEZ/84/6 That the above-named be certified as local tutors.

Following further discussion, it was resolved and VOTED:

TEEZ/84/7 That the plan for tutor-training be discussed at the next meeting with special regard to length of training, qualifications and title of those who pass.

Housing and Appointment of Director (TEEZ/83/27-28) Rev. P. Ng'andu was presented to the Project Committee by Dr Sales, who said that subsequent to his appointment by Synod of UCZ, at a meeting with the General Secretary, himself and Rev. Ng'andu, certain terms of reference, in particular, a three month Probation period, had been agreed to. Dr. Sales read the terms of reference, subject to the approval of the Project Committee, aloud.

There being considerable discussion about the term 'secondment' it was resolved and VOTED:

TEEZ(84/8 That Dr Sales draft a letter to the General Secretary of the United Church of Zambia, circulate it to interested UCZ Project Committee members for approval, and post it for clarification of the financial arrangements regarding Rev. Ng'andu's appointment.

It was further resolved and VOTED:

TEEZ/84/9 That a committee, composed of Dr. Sales, the Moderator, Copperbelt Presbytery, the Principal, Theological College and Rev. Ng'andu, sit down before the next meeting over the wording of the proposed job description, and bring an agreed draft to the meeting.

TEEZ/84/10 That as a Committee of Reference regarding the work of the Director, each member church be asked to name a person who shall act in that capacity, rather than to name 'signatories of the TEEZ Bank Account.' This also to be discussed at the next meeting.

It being nearly 1600 hours, it was resolved and VOTED:

TEEZ/84/11 That the meeting be continued on Thursday 23rd February 1984 at 1400 hours at the TEEZ office.

Insurance and Registration of ADB 3386: Dr Sales noted that although we could put off the decision about such matters as the reports and finances until that time, there was a matter

Part I cont'd

that should be finally dealt with today. The UCZ had paid the registration and comprehensive insurance on the vehicle in his possession for 1983. However, as it turned out, the vehicle received a 'break' by taking the place on the schedule of UCZ Copperbelt vehicles of the Deaconess Combi. Thus the Combi had to pay the full premium while TEEZ vehicle paid with a 60% rebate. Consequently, the difference in the cost for the Deaconess vehicle was also our responsibility.

For the year 1984, the Registration cost for ADP 3386 was K50, the insurance with 60% rebate was K369.50 and the sum payable to the Deaconesses was K483.38. (This results in an actual saving of over K230 to TEEZ).

During 1983 Dr Sales reported that his personal use of the vehicle amounted to 53% of the miles driven and proposed that he personally pay a like percentage of the K602.88 cost for 1984 (insurance and registration combined). The counter-motion resolved and was VOTED:

TEEZ/84/12 That TEEZ pay 53% of the K602.88 registration and insurance for 1984 for ADE 3386 and that Dr Sales be responsible for 47%.

Dr Sales promised that the whole policy of vehicle use be brought to the next meeting, noting, inter-alia, that at present TEEZ have no policy of our own and that some aspects of the UCZ policy on vehicles did not seem to apply in our case. This was accepted without vote.

Closing: The meeting closed with prayer by Rev. P. Ng'andu at 1610 hours.

Note: The meeting is to continue on Thursday, 23rd February, 1400 hours, TEEZ Offices.

Respectfully submitted: Richard W Sales

Signed:chair prb tem..... ..date.....

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA PROJECT
COMMITTEE: 14th MEETING: 23rd February, 1984

PART II

Present:

Anglican Church: Bp. J. Mabula
Fr. R.D. Doxsey
Fr. C. Shaba

Churches of Christ: Mr. C. Woodhall

United Church of Zambia: Rev. E. Lambona
Rev. W. Dalrymple
Mrs. N. Sales

Others Present: Fr. B. Castle, Fr. C. Helms

Apologies for Absence:

Rev. P. Bwalya (UCZ), Rev. D. Nicol (UCZ), Mr. J. Phiri (CofC),
Rev. M. Millar (UCZ)

Staff: Mrs. E. Mwelwa, Production and Bemba Organiser
Fr. M. Bullock, Anglican Organiser
Dr. R. Sales, Project Co-ordinator
Mr. D. Pattee, Research Assistant

Opening: The Revd. W. Dalrymple opened the meeting with prayer.

Chairman: Fr. B. Castle resumed his place in the chair.

Minutes: Dr. Sales gave members copies of Part I minutes and noted that these would be taken together with Part II at the next meeting.

TEEZ/84/13: UCZ TEEZ Appointee: Dr Sales set aside the order of business to report that the Rev. P. Ng'andu had now resigned as UCZ Appointee for Director. On the 11th of February he had met with an ad hoc group of UCZ leaders to discuss the future of this matter and had been assured they would push strongly for an appointment 'in the proper way' of a Director in that church's April Executive meetings, dates for which are still uncertain. Arising from this issue the Co-ordinator had studied the position of TEEZ vis a vis the member churches and had found that although the inaugural meeting held in January, 1979, had sent 'Recommendations' to the churches, these did not constitute a Constitution by which TEEZ was operating, or by which the churches felt a formal commitment to the Project.

TEEZ/84/14: Drafting Committee: A general discussion ensued, and it was agreed:

1. That a sub-committee of Project Committee meet to draw up a Constitution for TEEZ and a formal Job Description for a Director of the Project;
2. That, included in this task, proposals for a formal Vehicle Policy and for regular Audit of the TEEZ accounts be included;
3. That this Constitution should give the Project Committee definite authority over the policies of TEEZ;
4. That the sub-committee be composed of:
The Project Co-ordinator, Moderator, UCZ Copperbelt Presbytery, Principal, UCZ Theological College, Fr. M. Bullock (Anglican) and Mr. J. Phiri (Churches of Christ).

- TEEZ/84/15: Project Co-ordinator's Report: Dr Sales presented his 1983 report, which is contained in the Newsletter of January, 1984, to the Committee. It was accepted without discussion, note being taken that events had outstripped certain portions of that report.
- TEEZ/84/16: Financial Statement for 1983: The financial statement for 1983 was presented by Dr. Sales, who said it was presently in the hands of an auditor for review. It was approved, subject to the auditor's report.
- TEEZ/84/17: Student-Tutor Report: Mr. Pattee's report focused on tutors. Of 140 who had been trained, about 131 are currently certified. 39, or 29%, have actually led a course or more. Mr. Pattee showed that the tutors in the urban corridor were by far the most active (52%), while those in rural areas, for which TEEZ has particular concern were seldom very active (13%) and in spite of gearing materials and costs to rural ministry, the vast bulk of our teaching is urban. In this sense our return on investment is poor. He gave members an up-dated (January, 1983) list of tutors of TEEZ. Several reasons were advanced for the relatively poor participation in rural areas, even though three of the last four Tutor-Trainings were rural. The issue needs careful study and may reflect the lack of Constitutional definition in the churches of TEEZ. The report was accepted.
- TEEZ/84/18 Small Groups: Arising from Mr. Pattee's report, it was agreed that Dr. Sales should emphasise in the next Newsletter, that tutors should be prepared to deal with groups of two or three as well as larger ones.
- TEEZ/84/19: Production Work: Mrs. Mwelwa reported that the Bemba translations of B101, B130, and B30 were now complete and B31 was being translated. Likewise, Lozi L130, L131, L30, and L101 were complete with work being done on L31. She paid tribute to the students at UCZ Theological College for their work on the translations.
- TEEZ/84/20: Reports from Churches:
UCZ: It was reported that the General Secretary, the Lay Training Convenor in Kashinda, and the Principal, UCZ Theological College, were the official appointees, to Project Committee. The General Secretary had never come, and Kashinda is much too far for more than very occasional participation. UCZ delegates will have to press for more local appointments.
Anglican: The Bishop explained that only Northern Diocese has actually stopped recruiting Supplementary priests, and even here there may be exceptions. TEEZ should not abandon courses at that level.

TEEZ/84/21: Church Relationships to TEEZ: The Co-ordinator noted that TEEZ records indicate only that UCZ ever acted on the 1979 Recommendations. No formal letter ever came from either other body to show they were committed to membership.

Fr. M. Bullock was asked to discover the records of formal resolutions of the Anglican Church with regard to TEEZ membership.

Mr. Woodhall indicated that nothing formal was possible in the Churches of Christ, which had no adjudicatory or courts and in fact, had no positive denominational structure.

In this respect the Co-ordinator asked whether the Anglican Church asked PC members or others to give formal reports on TEEZ in their councils. He noted that none were asked for in UCZ at either Presbytery or Synod levels. Members agreed that this was a matter that required investigation in the member churches.

The chairman indicated that there appeared to be a genuine crisis with regard to the future of the Project since Dr. Sales would be leaving Zambia in mid-1985 and it was unlikely that a Zambian Project Director could effectively work when so many formal areas remained undefined. Dr. Sales agreed and indicated that the matters discussed at this meeting needed swift and decisive action. The Project Committee can work out its definitions, but cannot force the churches to respond. This will be the task of those who represent their churches.

TEEZ/84/22: Next Meeting: It was agreed that the next meeting take place following the UCZ April Executive so as to have up-to-date information on what to expect in future. There was a need to meet before the end of May so that Mr. Pattee might still be here. The date chosen for the next meeting was:

FRIDAY, 18th May, at 1400 Hours at the TEEZ Office, Mindolo Campus.

TEEZ/84/23: The Chairman thanked members for their attendance and contributions and asked Mr. Woodhall to close the meeting with prayer.

Respectfully Submitted: Richard W Sales

Signed:chair'pro'tem..... ..date.....

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA
P.O. Box 23054, Kitwe, Zambia

February, 1984

Dear Donors RE: HOUSING FOR ZAMBIAN TEEZ DIRECTOR

I feel very much obliged to write you of the developments that have taken place regarding the appointment of a Zambian replacement for me. My optimism has been replaced by some caution and not a little disappointment in these first days of 1984.

In January, the Synod of the United Church of Zambia made its appointment, the culmination of nearly a year of preparation and committee work in the church, and I returned to Kitwe to make preparations for his arrival. On my return I found a letter from him expressing what seemed to be very unhappy feelings about the appointment. I immediately arranged a meeting for the following week with the General Secretary of the UCZ and the appointee. At that meeting he expressed reservations which sounded as if he feared he knew too little about the work to make a long term commitment. So I offered him a three month trial period and returned on the 21st of January to make arrangements.

In view of the new short-term period, I felt we would be unwise to proceed with the purchase of a house for the replacement and negotiated with Kitwe Consistory who offered the manse of a pastor going on furlough in exchange for supervision of the congregation during the pastor's absence. On the conclusion of that agreement, I received another letter from the appointee stating firmly that he was rejecting the appointment.

In a meeting held on Saturday the 11th of February, a small group of top leaders in UCZ and I discussed what might be expected of the church in the near future. They were very concerned to point out that the appointment process had been, as they saw it, poorly organised by the church, in that the appointee had not been given an opportunity to express his preferences or feelings in advance and suggested a) that we have already established the post, and b) that a new appointment could be expected in April by following a procedure different from the one followed previously. This procedure they promised to support and expedite.

I have detailed this situation to you in order to give some picture of why it has not yet been possible responsibly to purchase a house for a Zambian Director of TEEZ in Kitwe with the money you have so generously donated, and why we hope you will feel that the money has not been either wasted or misused. Those who made donations in 1983 may rest assured the money is invested at interest, while any who intend to make donations for housing of the Zambian Director in 1984, may be assured that we shall hold your cheques in suspense until the issue is clarified. If they have not yet been sent and are designated, please simply inform us and we will write you to tell you when the money is definitely needed.

Yours in service,

Richard W. Sales
Project Co-ordinator

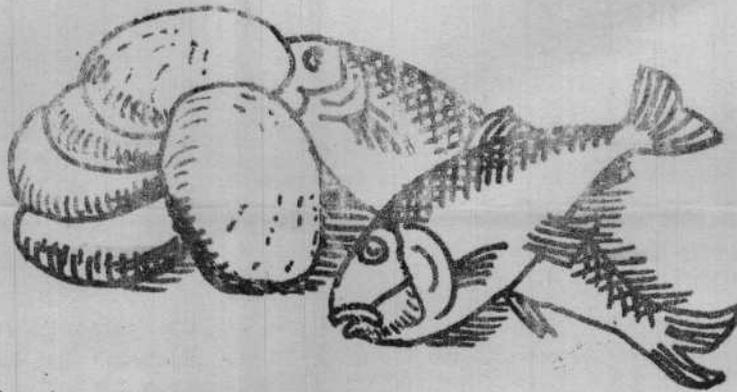
THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

newsletter

Volume 3
January

Issue 3
1984



sharing the Bread of Life

1983 TEEZ Report

This issue of the TEEZ Newsletter is to give a report on what TEEZ has been doing in the year just ended. 1983 has been one of the busiest years we have had since we began work in 1979.

This is true for many reasons. With the new office, located between the UCZ Theological College and the Copperbelt Presbytery office on the campus of Mindolo Ecumenical Foundation, we have had more space to expand our services than ever before. Mrs Emeldah Mwelwa, who is production manager and Bemba Course Organiser, has been kept very busy all year duplicating old courses so that people who want to take the courses we have offered for years may continue to do so. In the big workroom are stacks of such courses as Yesu Ni Mfumu, Introduction to the Bible, Amakalata Cine Lubali and others which used to be the bread and butter of the TEEZ programme. That is part of the reason.

But also during the year a new group of courses, two new sets of courses, in fact, have been coming up and being produced to meet the needs of the churches in Zambia. At this time two of the promised six courses in what we call the Standard Leadership series, Synoptic Gospels and Acts, and Old Testament Introduction, (130,131) have been written, duplicated, and used by people, and the translations of these two courses are being completed in Bemba; Lozi and Tonga as I write. At the same time, two of the courses in the Basic Leadership series, Studies in the Bible, and Faith, Hope, Love and the Fruits of the Spirit (30,31) are complete and a large number of people have enrolled in the first one. These courses do more than the old courses, for they help people to learn and at the same time help people with skills like preaching (130, 30), teaching (131), and counseling in the churches (31).

All of this is work that is going on in the office. But the work the staff has been doing goes farther than that. For we have been training tutors in several provinces during 1983 as well. Beginning with a training in Luapula in December, 1982, we also had one in Sefula, Western Province in August, another in Kashinda, Northern Province in September, and yet another at Mufulira in November. The total number of new tutors trained to give courses in 1983 was more than 50! And it means that for the first time TEEZ courses can be offered in many new places in Zambia.

Several individual people have asked for and received permission and training to lead TEEZ courses besides those who were at the trainings. These include the Revds Jan and Waltraut van Vliet in Gwembe Valley, staff of the Madzimoyo Lay Training Centre at Chipata, Miss Jennifer Mackenzie at Chipembi, Revd. Margaret Millar and four deaconesses in Kitwe, Revd. Kangwa Mbuluki and Mrs Peggy Andrews of Livingstone.

Also beyond the office, we have been working with, not three but four churches, during 1983. The Reformed Church in Zambia agreed to join the TEEZ in its Synod meeting in Kitwe. And in the December Committees of the UCZ Synod, both the Lay Preachers' Committee and the Lay Training Committee of that church accepted the Standard Series and the Basic Series of courses offered by TEEZ as adequate preparation for UCZ lay preachers.

Add to this the record enrolment of over 250 students in TEEZ courses before the close of the year and you can see what we mean when we say that this has been a busy year!

What About the Year 1984?

We are at the beginning of 1984. But already plans are being made for even greater expansion. During 1984 the TEEZ Programme Co-ordinator will be asked to help at Mindolo Ecumenical Foundation to lead a Workshop in the writing of extension theological courses in Africa. The first such workshop will be for people primarily in Zambia from different churches, and it may be that this will lead to TEEZ offering some other new courses besides the further completion of the Standard Leadership series (Pauline Letters and Counseling, Psalms & Selected Scriptures with Worship, and Biblical Doctrine with Administration) and the Basic Leadership series (God, Jesus Christ and the Holy Spirit with teaching).

Father Michael Bullock of the Anglican Church, who is working part-time for TEEZ, is planning a course on Anglican Church and Ministry and has already developed some of it. Mr David Pattee, who is serving as an Intern, is hard at work on the worship guide, and we have great hopes that we will be able to give people in all the churches many different and valuable new courses before the year ends.

We also plan to hold more tutor-training in 1984. Several of the tutors have asked for an up-date training for old tutors who began their work before the new courses were offered. If you are interested in this, please tell us so and we will let you know when the new advanced training course will be held.

But the really big news is still to come. As a programme gets bigger, it needs more and better leadership. And TEEZ is now

planning a major change. During 1983 we contacted several of our overseas donors and asked them for help to find a house in the Kitwe area for a Project Director. We said it was time that a Zambian should head the work of the TEEZ. They have responded with gifts of money and as this year begins we will start the search for housing.

We have asked the churches to help us find someone qualified to do the job. The United Church of Zambia, which provides us with about half of all our students, has agreed to find someone and the person they have found is the Revd. Peter Ng'andu, now a minister in Lusaka. During January we will be anxiously awaiting the decision of the UCZ Synod as to whether Revd. Ng'andu, who has a Makerere Diploma in Theology and has been a tutor in Lusaka, can be released to join the staff by March. We ask you to join us in the prayer that we find the right housing and that Revd Ng'andu does come, for this will enable TEEZ to grow ever closer to fulfilling the training needs and opportunities in Zambia.

Richard W Sales
Programme Co-ordinator

LETTERS

The Editor
TEEZ Newsletter
P.O. Box 23054
Kitwe

Dear Sir

Newsletter Message to us

Greetings to you all in the name of Jesus Christ our Lord and Saviour. According to your Theological Education by Extension in Zambia newsletter in which you requested us to contribute in connection of Standard Leadership Courses. On behalf of the promotion of Youth Leadership, I give this suggestion, to introduce the Sunday School Teachers' Course. I am sure it is useful in Zambia, especially to entire churches.

Martin Mwaba,
Luapula UCZ Presbytery Youth
Organiser, Box 750092, Kazembe

[Dear Martin, you will see from this Newsletter that we have already completed 131 which teaches people how to teach in our Standard Leadership Series. It will be in Bemba before long. And the next Basic Leadership Course to be produced is God, Jesus Christ and the Holy Spirit, which will do the same thing in that series. We have not forgotten Sunday Schools! Both of these courses will also be for people preparing as lay preachers in your church. So soon your lay preachers will also be qualified Sunday School leaders. Ed.]

The TEEZ Newsletter is anxious to have letters from you about what we are doing. Send them to us addressed to:

The Editor
TEEZ Newsletter
P.O. Box 23054
Kitwe

We will publish good ones in each of the coming issues.

Many people have asked to know just what the Standard Leadership Series and Basic Leadership Series include. The list below shows what they are and what has been finished, what is being done and what is planned. E=English, B=Pemba, L=Lozi, T=Tonga and N=Nyanja.

Remember that the Standard (SLS) courses require K10 per student, since each one has his or her own book, while the BLS or Basic courses are K5 for each group, since the group leader is the only person who needs a book (other copies may be ordered by students who want them at K5 per person).

All courses are 24 Lessons, which is about six months long.

BASIC LEADERSHIP SERIES

Finished	Being Done	Planned	<u>SUBJECT</u>	<u>SKILL</u>
E30, B30	L30	T30 N30	Creation, the Fall, Jesus Christ, Salvation	Preaching
E31	B31	L31, T31, N31	Faith Hope, Love, Fruits of the Spirit	Counseling
		40 to be done in 1984	God, Jesus, Holy Spirit	Teaching
		41 to be done in 1985	People of Israel, Evangelism, Early Church, Church Today	Worship
		50 to be done in 1985	UCZ Constitution	Conducting Meetings

STANDARD LEADERSHIP SERIES

Finished	Being Done	Planned	<u>SUBJECT</u>	<u>SKILL</u>
E130, L130	B130 T130	N130	Synoptic Gospels and Acts	Preaching
E131	L131	B131, T131 N131	Old Testament Introduction	Teaching
		140 to be done in 1984	Paul's Letters	Counseling
		141 to be done in 1984	Biblical Doctrine	Administration
		150 to be done in 1984	Psalms-Selected Scriptures	Worship
		151U (1985)	UCZ Constitution	Conducting meetings
		151A (1984)	Anglican Church and Ministry	

(Note: The Basic Series come with four workbooks which have both the skill section and the study section in each lesson. The Standard Series are six workbooks, with a separate Study Guide for the skill. Tutors should know that 130, for example, can be taken with either preaching or teaching skills.)

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA 1983

INCOME AND EXPENDITURE: 1st January to 31st December, 1983.

<u>INCOME</u>	Actual	Budget
Donor (Overseas)		
Christian Church (Disciples) USA: Programme	K 1,152.74	K2,000
Personnel 1	3,000.00	3,000
Church of Scotland Overseas Cl: Programme	1,767.00	2,000
Council for World Mission: UK: Programme	2,000.00	2,000
Methodist Church Overseas Div. UK: Programme	1,794.27	2,000
United Church of Canada Programme	5,464.28	2,000
Evangelisches Missionswerk (Ger) Programme	5,581.37	-
United Ch. Board for World Miss. Personnel 1	3,000.00	3,000
Donor (Local)		
Zambia Anglican Council: Personnel 2	2,440.30	9,200
United Church of Zambia: Personnel 1	3,820.00	4,000
Local Income		
Course Fees	2,025.35	1,520
Book Sales	295.22	-
Stationery and Printing	201.34	-
Miscellaneous and reimbursements 3	304.17	-
Interest on Savings Book	133.53	-
	K 32,979.57	30,720
Income brought forward from 1982 Statement:		
In Current Account 1/1/83	10,671.27	
In Savings Account 1/1/83	1,131.23	
TOTAL INCOME	K 44,782.07	

EXPENDITURES

Personnel		
Sales: Salary and rental 1	9,820.00	10,000
Transport	648.25	1,200
Water and Utilities	298.70	400
King: Salary, transport, etc. 2 (6 mo.)	2,440.30	9,200
Bullock: Salary, transport, etc. 2 (3 mo.)	-	-
Mwelwa: Salary, NPF, Tax, Transport (12 months)	2,909.80	2,800
Pattee: Allowance	650.00	1,200
Puluba: Wages	410.00	500
Administration		
Office Maintenance and utilities	-	500
Telephone and Postage	99.62	200
Stationery and Office Supplies 4	1,667.96	500
Depreciation	-	1,000
Programme		
Local Tutor-training and Research (travel)	517.20	1,500
Translation Work, translations and covers	390.10	1,200
Purchase of reference books, etc.	-	200
Miscellaneous Entries 3	20,359.52	-
Contingency 5%	-	1,520
Total Expenditure	K 40,211.45	31,920
In Current Account 31/12/83	4,570.62	
	K 44,782.07	

See overleaf for explanations Notes 1-4

Explanations of Notes on Income and Expenditure, 1/1/83-31/12/83

1. It should be noted that the figures given for Christian Church (Disciples) Personnel, UCBWM Personnel, and United Church of Zambia Personnel under INCOME are offbalanced exactly by the cost of Rev. Sales' Salary, and housing (1,9,820). It is dubious whether these figures ought to appear on the balance sheet since they do not pass through our books as such.
2. Likewise, the figure 2,440.30, which is the Anglican contribution, does not pass through our books but is reflected in both sections.
3. Miscellaneous: In both Income and Expenditure, I have included items which do not warrent separate columns in the Statement. Some of these are simply loans which were repaid, others the purchase of fixed deposits. Here are the details:

INCOME

Bank charge mistakenly made	.65
Air ticket for USCL visitor	125.80
Redeposited Cheque	141.72
Transport payment to TEEZ	36.00
total	<u>304.17</u>

EXPENDITURE

Air ticket to USCL	125.80
Reissue of Cheque	141.72
Prospectus charge	42.00
Fixed deposits	
15,000 due 21/3/84	15,000 with 8.5% interest (15956 K)
5,000 due 17/2/84	5,000 with 9.0% interest (5450 K)
Petty Cash float	50.
total	<u>K 20,359.52</u>

4. Stationery and Office Supplies for 1983 included the following items which provided supplies for course-writing:

48 boxes of Stencils in January	813.60
48 tubes of duplicating ink "	394.25
Letterhead and Certificates	222.55
Typewriter repairs (twice)	116.00
Other and sundries	121.56
	<u>K 1667.96</u>

This indicates that we did not consider in the 1983 budget the need for extensive office supplies. It should be noted that our income for printing and publishing for others was over 1200. This has the effect of reducing the outlay slightly.

GENERAL NOTE:

The final Balance reflected at the end of the year in terms of money at our disposal is:

Two Fixed deposits (Note 3)	K 20,000.00
Current account	4,570.62
Petty Cash float	50.00
	<u>K 24,620.62</u>

The savings account, which has been reflected on previous Statements was, at the request of the bank, incorporated into our current account. It had earned K133.53 in 1983 and was transferred as a total of K1264.76. The bank complained that it had had no activity for over two years.

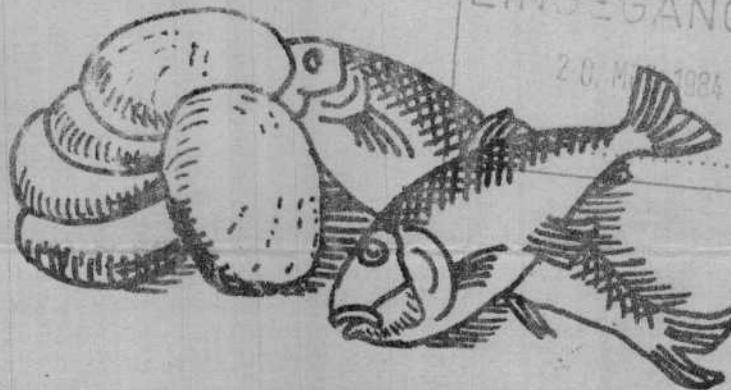
The K 20,000 in fixed deposit should yield about K1450 in Feb-March when, with a sum promised by United Church of Canada, we ought to be in a position to purchase a house for the Director.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 15054 - KITWE - ZAMBIA

newsletter

Volume 3
January



Issue 3
1984

sharing the Bread of Life

1983 TEEZ Report

This issue of the TEEZ Newsletter is to give a report on what TEEZ has been doing in the year just ended. 1983 has been one of the busiest years we have had since we began work in 1979.

This is true for many reasons. With the new office, located between the UCU Theological College and the Copperbelt Presbytery office on the campus of Mindolo Ecumenical Foundation, we have had more space to expand our services than ever before. Mrs Emeldah Mwelwa, who is production manager and Bemba Course Organiser, has been kept very busy all year duplicating old courses so that people who want to take the courses we have offered for years may continue to do so. In the big workroom are stacks of such courses as Yesu Ni Mfumu, Introduction to the Bible, Amakalata Cine Lubali and others which used to be the bread and butter of the TEEZ programme. That is part of the reason.

But also during the year a new group of courses, two new sets of courses, in fact, have been coming up and being produced to meet the needs of the churches in Zambia. At this time two of the promised six courses in what we call the Standard Leadership series, Synoptic Gospels and Acts, and Old Testament Introduction, (130,131) have been written, duplicated, and used by people, and the translations of these two courses are being completed in Bemba, Lozi and Tonga as I write. At the same time, two of the courses in the Basic Leadership series, Studies in the Bible, and Faith, Hope, Love and the Fruits of the Spirit (30,31) are complete and a large number of people have enrolled in the first one. These courses do more than the old courses, for they help people to learn and at the same time help people with skills like preaching (130, 30), teaching (131), and counseling in the churches (31).

All of this is work that is going on in the office. But the work the staff has been doing goes farther than that. For we have been training tutors in several provinces during 1983 as well. Beginning with a training in Luapula in December, 1982, we also had one in Sefula, Western Province in August, another in Kashinda, Northern Province in September, and yet another at Mufulira in November. The total number of new tutors trained to give courses in 1983 was more than 50! And it means that for the first time TEEZ courses can be offered in many new places in Zambia.

Several individual people have asked for and received permission and training to lead TEEZ courses besides those who were at the trainings. These include the Revds Jon and Saltrant van Vliet in Gwembe Valley, staff of the Madzimoyo Lay Training Centre at Chipata, Miss Jennifer MacKenzie at Chipembi, Revd. Margaret Miller and four deaconesses in Kitwe, Revd. Kangwa Mambuluki and Mrs Peggy Andrews of Livingstone.

Also beyond the office, we have been working with, not three but four churches, during 1983. The Reformed Church in Zambia agreed to join the TEEZ in its Synod meeting in Kitwe. And in the December Committees of the UCZ Synod, both the Lay Preachers' Committee and the Lay Training Committee of that church accepted the Standard Series and the Basic Series of courses offered by TEEZ as adequate preparation for UCZ lay preachers.

Add to this the record enrolment of over 250 students in TEEZ courses before the close of the year and you can see what we mean when we say that this has been a busy year!

What About the Year 1984?

We are at the beginning of 1984. But already plans are being made for even greater expansion. During 1984 the TEEZ Programme Co-ordinator will be asked to help at Mindolo Ecumenical Foundation to lead a Workshop in the writing of extension theological courses in Africa. The first such workshop will be for people primarily in Zambia from different churches, and it may be that this will lead to TEEZ offering some other new courses besides the further completion of the Standard Leadership series (Pauline Letters and Counseling, Psalms & Selected Scriptures with Worship, and Biblical Doctrine with Administration) and the Basic Leadership series (God, Jesus Christ and the Holy Spirit with teaching).

Father Michael Bullock of the Anglican Church, who is working part-time for TEEZ, is planning a course on Anglican Church and Ministry and has already developed some of it. Mr David Pattee, who is serving as an Intern, is hard at work on the worship guide, and we have great hopes that we will be able to give people in all the churches many different and valuable new courses before the year ends.

We also plan to hold more tutor-training in 1984. Several of the tutors have asked for an up-date training for old tutors who began their work before the new courses were offered. If you are interested in this, please tell us so and we will let you know when the new advanced training course will be held.

But the really big news is still to come. As a programme gets bigger, it needs more and better leadership. And TEEZ is now

planning a major change. During 1983 we contacted several of our overseas donors and asked them for help to find a house in the Kitwe area for a Project Director. We said it was time that a Zambian should head the work of the TEEZ. They have responded with gifts of money and as this year begins we will start the search for housing.

We have asked the churches to help us find someone qualified to do the job. The United Church of Zambia, which provides us with about half of all our students, has agreed to find someone and the person they have found is the Revd. Peter Ng'andu, now a minister in Lusaka. During January we will be anxiously awaiting the decision of the UCZ Synod as to whether Revd. Ng'andu, who has a Makerere Diploma in Theology and has been a tutor in Lusaka, can be released to join the staff by March. We ask you to join us in the prayer that we find the right housing and that Revd Ng'andu does come, for this will enable TEEZ to grow ever closer to fulfilling the training needs and opportunities in Zambia.

Richard W Sales
Programme Co-ordinator

LETTERS

The Editor
TEEZ Newsletter
P.O. Box 23054
Kitwe

Dear Sir

Newsletter Message to us

Greetings to you all in the name of Jesus Christ our Lord and Saviour. According to your Theological Education by Extension in Zambia newsletter in which you requested us to contribute in connection of Standard Leadership Courses. On behalf of the promotion of Youth Leadership, I give this suggestion, to introduce the Sunday School Teachers' Course. I am sure it is useful in Zambia, especially to entire churches.

Martin Mwaba,
Luapula UCZ Presbytery Youth
Organiser, Box 750092, Kazembe

Dear Martin, you will see from this Newsletter that we have already completed 131 which teaches people how to teach in our Standard Leadership Series. It will be in Bemba before long. And the next Basic Leadership Course to be produced is God, Jesus Christ and the Holy Spirit, which will do the same thing in that series. We have not forgotten Sunday Schools! Both of these courses will also be for people preparing as lay preachers in your church. So soon your lay preachers will also be qualified Sunday School leaders. Ed.

The TEEZ Newsletter is anxious to have letters from you about what we are doing. Send them to us addressed to:

The Editor
TEEZ Newsletter
P.O. Box 23054
Kitwe

We will publish good ones in each of the coming issues.

Many people have asked to know just what the Standard Leadership Series and Basic Leadership Series include. The list below shows what they are and what has been finished, what is being done and what is planned. E=English, B=Bemba, L=Lozi, T=Tonga and N=Nyanja.

Remember that the Standard (SLS) courses require K10 per student, since each one has his or her own book, while the BLS or Basic courses are K5 for each group, since the group leader is the only person who needs a book (other copies may be ordered by students who want them at K5 per person).

All courses are 24 Lessons, which is about six months long.

BASIC LEADERSHIP SERIES

Finished	Being Done	Planned	<u>SUBJECT</u>	<u>SKILL</u>
E30, B30	L30	T30 N30	Creation, the Fall, Jesus Christ, Salvation	Preaching
E31	B31	L31, T31, N31	Faith Hope, Love, Fruits of the Spirit	Counseling
		40 to be done in 1984	God, Jesus, Holy Spirit	Teaching
		41 to be done in 1985	People of Israel, Evangelism, Early Church, Church Today	Worship
		50 to be done in 1985	UCZ Constitution	Conducting Meetings

STANDARD LEADERSHIP SERIES

Finished	Being Done	Planned	<u>SUBJECT</u>	<u>SKILL</u>
E130, L130	B130 T130	N130	Synoptic Gospels and Acts	Preaching
E131	L131	B131, T131 N131	Old Testament Introduction	Teaching
		140 to be done in 1984	Paul's Letters	Counseling
		141 to be done in 1984	Biblical Doctrine	Administration
		150 to be done in 1984	Psalms-Selected Scriptures	Worship
		151U (1985)	UCZ Constitution	Conducting meetings
		151A (1984)	Anglican Church and Ministry	

(Note: The Basic Series come with four workbooks which have both the skill section and the study section in each lesson. The Standard Series are six workbooks, with a separate Study Guide for the skill. Tutors should know that 130, for example, can be taken with either preaching or teaching skills.)



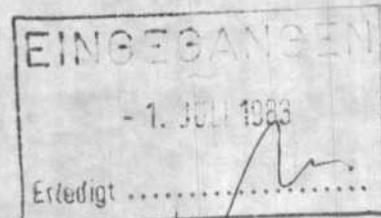
**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

20th June 1983.

Evangelisches Missionswerk,
Mittelweg 143,
D-2000 Hamburg 13,
West Germany,
Europe.



Dear friends,

I am writing on behalf of Theological Education by Extension in Zambia to thank you very much indeed for your grant of DM 12000 (Zambian Kwacha 5581.37ng) which has just been credited to the TEEZ Bank Account at the Kitwe Branch of Standard Bank Zambia Ltd..

This grant has enabled TEEZ to complete the construction of offices and to have a sum of ZK 20,000 towards the cost of building accomodation for a Zambian full-time staff member for the TEEZ Project.

I enclose with this letter some recent information on the TEEZ Project. If you need any further details about the work of TEEZ, please write to The Revd. Dr. Richard Sales; I personally am leaving the TEEZ Project on 28th June, 1983, and Dr. Sales will then be responsible for correspondence with you. I thank you for your great generosity and assistance to the TEEZ Project.

Yours sincerely,

C. J. King

The Revd. C. J. King
TEEZ Programme Organiser.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

INCOME AND EXPENDITURE : 1st January to 5th June 1983

<u>INCOME</u>	K .ng
A. Carried over:	
Balance at 1st January 1983	11802.50
B. Grants from overseas	
Christian Church (Disciples of Christ) (USA)	1152.74
Methodist Church Overseas Division (UK)	1794.27
United Church of Canada	5464.28
C. Locally generated income	
Course fees	1418.35
Book sales	245.22
Printing and typing services	84.80
TOTAL INCOME	K21962.16ng.
<u>EXPENDITURE</u>	
A. Personnel	
Dr.R.Sales - Programme Co-ordinator:	
Electricity and water for accomodation	80.75
Transport	41.57
Mrs.E.Mwelwa - Production Organiser	
Salary, ZNPF, Transport, etc.	1296.40
Mr.E.Puluba - Part-time office cleaner	
Wages	115.03
B. Office expenses	
Purchase of stencils (48 boxes)	813.60
Purchase of duplicating ink (50 tubes)	394.25
Other office equipment	39.15
Postage and telephone calls	34.24
C. Programme expenses	
Translation of courses into Cibemba and Silozi	196.30
Printing of 1983-84 Prospectus	42.00
TOTAL EXPENDITURE	K3053.29ng.

Balance of income over expenditure at 5th June 1983: K18908.87ng.

Of this balance: K12777.64ng was held in the current bank account;
 K5000.00ng was held in a fixed deposit account, and
 K1131.23ng was held in the bank savings account.

On 24th May 1983 TEEZ received Dml2000 from Evangelisches Missionswerk of Germany, through the Gossner Mission. As soon as the Kwacha equivalent of this grant has been credited to the TEEZ current bank account, K15000 will be transferred from the TEEZ current account to a fixed deposit account. K20000 will then be held on Fixed Deposit for the purchase in 1984 of a house in Kitwe for the full-time Zambian TEE worker to be appointed by the United Church of Zambia.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

Minutes of the 11th T.E.E.Z. Project Committee Meeting
Held at the T.E.E.Z. Office, Kitwe on 4th March, 1983.

Present:

Anglican Church: Bp Joseph Mabula
Fr C. Shaba
Fr. R.D. Doxsey

Churches of Christ: Mr. J. Phiri
Mr. C. Woodhall

United Church of Zambia: Rev. G.M. Sikazwe
Rev. D. Nicol
Mrs. N. Sales

Observers: Fr. Brian Castle, Fr. Helms

Project Staff: Mrs. E. Mwelwa, Production & Bemba Organiser
Rev. C. King, Programme Director
Rev. R. Sales, Programme Co-ordinator

Apologies: Rev. J. Chisanga and Rev. R. Hills (UCZ)

Opening: The Meeting opened at 1415 hrs with prayer by the Rev. D. Nicol
TEEZ/83/1: Election of Chairman: Bishop J. Mabula was elected Chairman
for the meeting.

Minutes of the Meeting of 26th November, 1982.

TEEZ/83/2: The Minutes were accepted with the correction: "TEEZ/82/18:
The Report and 1983 Budget were accepted etc."

Matters Arising:

TEEZ/82/11: The Matter of a Memorandum of Understanding was satisfactorily
completed with the signing in December by the UCZ President
and General Secretary of the Memo, copies filed with UCZ, the
Theological College, and the TEEZ Office.

TEEZ/82/13: Mr. King reported that K5000 is presently on 12 month Fixed
Deposit with Standard Bank at 9% interest.

TEEZ/82/14: Mr. King pointed out that nothing had been done about putting
this vote into effect as one of the signatories had left
before his name could be signed. But he pointed out that the
situation had changed in any event and that the motion was
irrelevant.

TEEZ/83/3: VOTED to rescind the motion TEEZ/82/14.

TEEZ/83/4: It was Moved and Voted that in future the following shall be
signatories on the current account with Standard Bank, Kitwe
Main Branch: Rev. R. Sales, Mr. J. Phiri, Fr. C. Helms, Rev.
D. Nicol. This four people would also be signatories on the
Savings Account and the Fixed Deposit-account at Standard
Bank, Kitwe Main Branch.

(It was noted that this vote would not be put into effect until Mr. King's administration of the money was drawing to a close in June.)

Financial Statement, 1982

TEEZ/83/5: It was Voted to accept with thanks the statement submitted by Mr. King.

Planning for the Future: Follow -Up

- A. Programme planning and preparation are continuing. The outlines for course 130 and 131 have been circulated and some replies received. Course 30 is complete in English. Books 1 and 2 of B30 have been produced with book 3 in translation. Book 1 has been given for translation into Silozi. Course 130 has been begun in English with book 1 completed.

At the same time Mrs. Mwelwa has produced two popular AEAM texts in Chibemba: B169 (Christian Family Living) and B177 (Powerful Bible Teaching).

A booklet entitled How to Study which focusses on the Outline as an aid to Study has been produced for theological students and UCP has published course B185 (Bringing People to Jesus in Bemba).

This information will be included in our new Prospectus.

- B. Housing and Staffing:

The UCZ have voted to give TEEZ permission to circularise the partner churches and the WCC for housing for the Zambian staff member to be seconded by them and have agreed again that a Zambian (not necessarily Rev. Manelele, who is presently being considered for overseas study) will be seconded when TEEZ have housing.

Zambia Anglican Council:

The following statement of future ZAC policy on the TEEZ Project was submitted to and accepted by the TEEZ Project Committee:

- TEEZ/83/6: 1. While ZAC is anxious to continue providing a full-time member of staff for the TEEZ Project, it is not possible for ZAC to do this at present because ZAC has no accomodation in Kitwe for a full-time TEEZ worker.
2. From 1st July, 1983, onwards, ZAC will appoint an Anglican living on the Copperbelt to work one-fifth time on the TEEZ project. This person has not yet been named. The TEEZ Project Committee meeting of 24th June will be informed of the name of the Anglican to serve part-time from 1st July, 1983.
3. TEEZ is asked to appeal to overseas donors for funds to build or buy accomodation for an Anglican serving full-time on the TEEZ project staff.
4. As soon as TEEZ Project is able to promise that accomodation will be available for a full-time Anglican member of the Project staff, ZAC will initiate recruitment of an Anglican to work full-time on the TEEZ Project. Initially this person wil probably be an expatriate.

TEEZ/83/7: In subsequent discussion, it was agreed that TEEZ should

1. Discuss with the Principal of the Theological College and the UCZ Moderator, and also, if necessary, with the MEF and the Anglican Church, the provision of a site for the two houses now envisaged.
2. Also discuss in particular with Fr. Helms whether a staff house in conjunction with St. John's Seminary might be a mutually beneficial plan.
3. A further letter will be written to ZAC asking permission, as was done with UCZ, to correspond with partner churches regarding the funding of the houses.

TEEZ/83/8: A letter to the Christian Council asking for forms for submission to the World Council of Churches, should also request information re: affiliation to the Christian Council of Zambia.

Luapula Tutor Training, December 1982

Mr. Sales submitted a brief report on the tutor-training conducted in Luapula, noting that it was in Bemba, involved leading lay people, included setting up a 'branch station' for TEEZ at Mbereshi and was completely funded by the Luapula Presbytery of the UCZ. Discussion included the suggestion that future trainings, even if fully funded by one church, might possibly include persons from other churches seeking training, and that there should be follow-up in Luapula when new courses are ready.

TEEZ/83/9: Certification of the following persons was agreed:

* C. Kapapula	A.H. Mwenya
M. Lengwe	S. Kankomba
* W. Kaoma	R.CJ. Mhango
* D. Musungole	PC. Saluti
M. Chansa	AK. Bwali
MM. Bweupe	JA. Sichone
FK. Mfula	Rev. D.S. Makumbo
M. Kafwisa	Rev. J.S. Kapandila
R. Kayokolo	Rev. L.S. Mpango
BM. Kataso	Rev. S.J. Chirwa
M. Mwaba	* denotes woman
TP. Chatupa	
D. Kasongole	

Study Group Reports

Mr King presented reports on those presently studying TEEZ courses. 169 students are working on courses at all levels. Of these 93 are UCZ, 44 Anglican, 24 Roman Catholic, 8 Presbyterian (it being noted C of C mount their own courses and are not included in this listing).

Subsequent discussion brought out the fact that a recent visit from Reformed Church persons representing the Madzimoyo Church Lay Training Centre informed us the Reformed Church have taken the necessary votes to affiliate with TEEZ and are now only awaiting an initiative. We have written to them.

An expansion in our Roman Catholic contacts was also discussed.

Mr. Phiri expressed an interest in our accepting the challenge of Religious Education teachers' need for background and study. In return it was suggested that such an initiative might best be pursued jointly with the Mindolo Ecumenical Foundation to see that a comprehensive approach is made.

TEEZ/83/10: The report was accepted.

Staffing Discussion

A discussion took place on the staffing situation. It was recognised that Mr. King has carried the Programme on his shoulders and that many of our hoped-for developments might be materially altered if he should leave permanently in July.

Mr. Sales reported that the UCZ has agreed to sponsor the coming of Mr. David Pattee as an intern and research assistant, and that his coming in June would take some of the burden. But several members still felt concern that suitable housing could not be found for Mr. King in Kitwe. There were no votes taken.

TEEZ/83/11: Next Meeting: It was Voted that our next meeting shall take place on June 24th at 1400 hrs at the TEEZ Office.

Closure: The meeting was closed with prayer by Mr. J. Phiri.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA (TEEZ)

INCOME AND EXPENDITURE : 1st January to 31st December, 1982.

<u>INCOME</u>	<u>Actual</u> K .ng	<u>Budget</u> K
<u>Item One: Personnel</u>		
- Methodist Church Overseas Division (UK)		
Salary & Housing of the Revd.D.Curtis	1000.00	1000
Transport & Programme Costs of		
the Revd.D.Curtis	300.00	300
- Church of Christ(Disciples) & United		
Church Board for World Ministries (USA)		
Salary & Housing for Dr.R.Sales	3000.00	--
- United Church of Zambia		
Salary & Housing for the Revd.P.Mañelele	80.00	480
Transport & Programme Costs of		
the Revd.P.Mañelele	--	600
- United Society for the Propagation of		
the Gospel (UK)		
Salary of the Revd.C.King	3720.00	3840
- Zambia Anglican Council		
Transport & Programme Costs of		
the Revd.C.King	1180.16	1200
<u>Item Two: Overseas Grants</u>		
Church of Scotland	1500.00	3000
Gossner Mission (Germany)	2335.16	10000
Joint Action for Christian Literature		
Overseas (UK)	2407.50	2000
Methodist Church Overseas Division (UK)	11579.77	10000
The Revd.M.Galusha: United Presbyterian		
Church (USA)	516.85	--
United Church of Canada	4382.02	4000
<u>Item Three: Locally-generated income</u>		
Interest on Savings Account	131.23	--
Course Fees from students	1525.00	2000
Sales of books to students	476.45	500
Stationery sales and Printing fees	158.49	--
<u>Item Four:</u>		
Balance carried over from 1981	6171.44	1000
TOTAL INCOME	K40464.07ng.	K39920

(The summary of expenditure is printed on the back of this page)

TOTAL INCOME	K40464.07
TOTAL EXPENDITURE	K28661.57

Balance at 31st December, 1982: K11802.50

Of this balance:

K10671.27ng was held in the current bank account, and
K1131.23ng was held in the savings account.

Balance sheet prepared by the Revd.C.J.King
TEEZ Programme Organiser.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA (TEEZ)

INCOME AND EXPENDITURE : 1st January to 31st December, 1982.

<u>EXPENDITURE</u>	<u>Actual</u> K .ng	<u>Budget</u> K
<u>Item One: Personnel</u>		
The Revd.D.Curtis (part-time Jan to May)		
Salary and Housing (20%)	1000.00	1000
Transport & Programme Costs	300.00	300
The Revd.P.M.Mañelele (part-time Mar & Apr)		
Salary and Housing	80.00	480
Transport & Programme Costs	122.30	600
The Revd.C.King (full-time Jan to Dec)		
Salary	3720.00	3840
Transport & Programme Costs	1180.16	1200
Mrs.E.Mwelwa (full-time Jan to Dec)		
Salary, Travel and ZNPF	2259.20	2070
The Revd.DR.R.Sales (full-time Sept to Dec)		
Salary and Housing	3000.00	---
Transport	107.52	---
Mr.E.Puluba (part-time Sept to Dec)		
Wages	104.00	---
<u>Item Two: Office Expenses</u>		
Building TEEZ Offices at Mindolo	14299.33	20000
Renting TEEZ Offices (Jan to July)	1625.00	1850
Electricity & Water for TEEZ Offices	107.40	200
Purchase of stationery & office equipment	285.51	500
Depreciation on existing office equipment	---	1000
Charge for storage of paper	---	60
Telephone calls	125.99	100
Postage	52.35	---
Cheque book	8.00	---
Project Committee meetings	25.00	---
<u>Item Three: Programme Costs</u>		
Training Courses for Local Tutors	92.65	1500
Translation of courses into Cibemba	65.00	1000
Purchase of textbooks for courses	102.16	1500
<u>Item Four: Contingency Fund</u>		
	---	1860
 TOTAL EXPENDITURE	 <u>K28661.57ng.</u>	 <u>K39060</u>

Evangelisches Missionswerk, Mittelweg 143, 2000 Hamburg 13, Telefon (040) 41 58-1

Ihr Zeichen:

Ihr Schreiben:

Unser Zeichen:

Datum: 20.4.1983

Kurzmitteilung:

vielen Dank für Ihre Bereitschaft, den
beiliegenden Brief und Scheck mit nach Samaria
zu nehmen!

EINGEGANGEN

EMW, Mittelweg 143, 2000 Hamburg 13

Einschreiben

Herrn Pfarrer E. Mische
Gossner Mission
Handjerystr. 19-20

1000 Berlin 41

ausgehändigt
am 16.5.83
/m

21. APR. 1983

Anstelle eines Anschreibens

Erledigt

Mit der Bitte um:

- Kenntnisnahme
- Bearbeitung
- Stellungnahme
- Rücksprache/Anruf
- Rückgabe
-

- aufgrund Ihres Schreibens vom
- gemäß telefonischer/mündlicher Vereinbarung
- zum Verbleib
- mit Dank zurück
-

Mit freundlichen Grüßen

Mta Pellemann

Evangelisches Missionswerk
Ökumenisch-Missionarischer Weltdienst
- Referat Theologische Ausbildung -
Mittelweg 143 - 2000 Hamburg 13

The Revd. C. J. King
TEEZ Programme Organiser
P.O.Box 23054

Kitwe
Zambia

April 20, 1983

Dear Reverend King,

Re: Building Project - T 157-1-82

Thank you for your letter of March 26, 1983 regarding the transfer of our contribution to the TEEZ building fund. In the meantime the Reverend Mische informed us of his forthcoming travel to Zambia and offered to take a cheque along. As this will mean that TEEZ will receive the money earlier than by bank transfer, we thought we should avail ourselves of this opportunity. Therefore, enclosed please find cheque No. 046637 in the amount of DM 12.000.

Please acknowledge receipt of the cheque as soon as possible.

Yours sincerely,

UP

(Mrs) Uta Pelkmann
Administrative Assistant
Theological Education Desk

Encl.

cc:Revd. E. Mische, Berlin ✓

TEEZ

E. Mische

An das
Evangelische Missionswerk
- Ökumenisch-Missionarischer Weltdienst -
z.Hd.v. Frau U. Pelkmann
Mittelweg 143
2000 Hamburg 13

15.3.1983

Betr.: Re. Building Project - T 157-1-82

Sehr geehrte Frau Pelkmann!

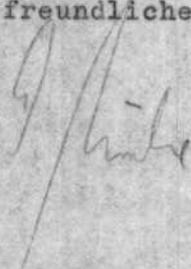
Besten Dank für die freundliche Zusendung einer Kopie Ihres Schreibens an Rev. King, Zambia, hinsichtlich der Überweisung des 12.000,-- DM-Zuschusses für TEEZ.

Ich möchte nun den Vorschlag machen, daß das EMW mit einem Verrechnungsscheck über die genannte Summe mitgibt. Ich werde am 26. April d.Js. für ca. 4 Wochen nach Zambia reisen und voraussichtlich auch mit den Verantwortlichen von TEEZ zusammentreffen.

Die Gossner Mission hat in der Vergangenheit schlechte Erfahrungen mit Banküberweisungen gemacht. Einmal kann es sehr lange dauern, bis das Geld den Empfänger erreicht. Oft passiert es jedoch, daß Nachforschungen von hier aus über den Verbleib des Geldes angestellt werden müssen. Dies sind Gründe, warum die Gossner Mission ihre Geldzuweisungen nach Zambia nur noch per Verrechnungsschecks abwickelt.

Dies ist, wie gesagt, ein Vorschlag.

In Erwartung Ihrer Antwort verbleibe ich
mit freundlichen Grüßen



EVANGELISCHES MISSIONSWERK

im Bereich der Bundesrepublik Deutschland und Berlin West e.V.

PROTESTANT ASSOCIATION FOR WORLD MISSION

ÖKUMENISCH-MISSIONARISCHER WELTDIENST

Department for Ecumenical Mission and Service

TEE2

Evangelisches Missionswerk · Mittelweg 143, D-2000 Hamburg 13

Revd. C. J. King
Programme Organiser
Theological Education by
Extension in Zambia
P.O.Box 23054

Kitwe
Zambia



Durchwahl: 040 4158
Extension: 040 4158

Hamburg,

March 10, 1983

Dear Reverend King,

Re. Building Project - T 157-1-82

Thank you for your letter of February 22, 1983 addressed to Dr. Engel and the attached agreement, signed by Mr. Richard W. Sales, Programme Coordinator.

Your letter does not contain a request to transfer the grant of DM 12.000. May we draw your attention to point 2 of the agreement which states "Funds shall be transferred upon receipt of a written request in which the account number and bank address to which the grant should be transferred are indicated" and point 3, asking that the request be signed by the person(s) authorized to act as legal representative(s) of the recipient of the grant.

Looking forward to hearing from you again in this matter,

Yours sincerely,

(Mrs) U. Pelkmann
Administrative Assistant
Theological Education Desk

cc: Revd. E. Mische, Gossner Mission, Berlin



**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

10th March, 1983.

The Revd. E. Mische,
Gossner Mission,
1 Berlin 41,
Handjerystrasse 19-20,
GERMANY, Europe.

EINGEGANGEN
17. MRZ. 1983
Erledigt

Dear Reverend Mische,

Thank you very much for your letters of December 23, 1982, and February 9, 1983. I am very sorry that I have not replied to them. There have been some problems to sort out between the TEEZ Project and the churches about personnel. The results are: I shall not be working full-time on the TEEZ Project from 1st July, 1983; the UCZ will give a full-time Zambian to the Project only when TEEZ has built or bought a house for that Zambian; the Anglican Church will give a full-time worker to the Project only when TEEZ has built or bought a house for that person. So the priority of the Project for the coming three years is to get money to build or buy two staff houses as well as providing new sets of Zambia-oriented courses for training lay leaders in the churches.

2. I enclose with this letter a copy of TEEZ's letter to Dr. Lothar Engel of Evangelisches Missionswerk asking for the DM12,000 grant for the TEEZ Project.

3. I have discussed the stay of the van Vliets at Mindolo with Sietske Krisifoe in Lusaka. The van Vliets will come to Kitwe on 23rd or 24th March. They will stay in the house I am at present looking after, which is the home of a lecturer at the UCZ Theological College who is at present on overseas leave. I shall be in Lusaka from 26th March to 4th April, but the van Vliets can remain in the house while I am away. Because the van Vliets have a young child with them, their programme will be arranged day by day. We hope that it will include visits to the Mindolo Ecumenical Foundation, the UCZ Theological College, United Church Publications, the UCZ Copperbelt Presbytery Offices, UCZ congregations in Kitwe, Kitwe Nutrition Group and TEEZ. Dr. Sales of TEEZ will look after the day-to-day arrangements for the van Vliets; he has a church vehicle. I am afraid that it will not be possible to arrange for the van Vliets to visit an underground copper mine. We expect the van Vliets to stay in Mindolo for a week or two; the length of their stay will depend on their own interests and feelings. There will be no charge for their stay in the house, and I expect that they will be invited for some meals in the homes of Mindolo people, but they will probably need to do some shopping for food during their stay here.

4. It is not possible for TEEZ to host the visit of the ten German pastors (3 women and 7 men) to Mindolo from 21st to 25th May, 1983, because at that time Dr. and Mrs. Sales will be in the Northern Province on a language course and, from 14th to 23rd May, I shall be in Lusaka doing duties at the Anglican Cathedral. However, I have booked dormitory accommodation for the ten pastors

.....2./



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

2./

at Mindolo Ecumenical Foundation - full board from the evening of 21st May to the morning of 25th May; the charge will be K7.50 per person per day. I shall hand over the planning of a programme for this visit of ten pastors to the Reverend Elijah Lumbama, Principal of the UGZ Theological College at Mindolo. I hope to discuss this matter with Mr. Lumbama next week; at present he is out of Zambia.

5. I hope to see you in Mindolo from 23rd to 25th May, during your visit here.

Yours sincerely,

Cecil J. King
TEEZ Programme Organiser.

c.c. Sietske Krisifoe, Gossner Office, Lusaka.

c.c. The Revd. Dr. Richard Sales, TEEZ Office, Kitwe.



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

22nd February 1983.

Dr. Lothar Engel,
Evangelisches Missionswerk,
Mittelweg 143,
2000 Hamburg 13,
West Germany

Dear Dr. Engel,

Please find enclosed the signed agreement from Theological Education by Extension in Zambia (TEEZ) for a DML2,000 grant from Evangelisches Missionswerk towards the cost of building office and staff accomodation for the TEEZ Project.

We are particularly grateful for your offer of this grant because our plans for having full-time Zambian staff on the TEEZ Project have been delayed by lack of housing for such staff. Your grant will be an essential contribution towards the TEEZ Building Fund. The TEEZ Office has been built, but no housing for the Zambian to work in the TEEZ Office has been built. We have only K5,000 (Zambian Kwacha) left in the building fund, and so we are anxiously seeking funds to make sufficient for the completion of our building plans.

Together with this letter I am sending reports, income and expenditure accounts, budgets and future plans for the TEEZ Project - as well as a copy of the plans for the building. I hope that these will be useful information for you on the Project. Please do not hesitate to let me know any further information you may need about the TEEZ Project.

Yours sincerely,

C. J. King

The Revd. C. J. King
TEEZ Programme Organiser.

c.c. The Revd. E. Mische, Gossner Mission, Berlin.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA (T.E.E.Z.)

Programme Report : 4th March 1983

Studying at Level One:

144 students (under 18 tutors) (175 students in October, 1981)

United Church of Zambia	80 students	- 9 tutors
Anglican Church	34 students	- 7 tutors
Roman Catholic Church	23 students	- 1 tutor
Presbyterian Church	7 students	- 1 tutor

Current use of Level One courses

Course 101: 37 students;	Course B101: 11 students;
Course 102: 40 students;	Course B129: 9 students;
Course 121: 27 students;	Course B178: 4 students;
Course 176: 8 students;	Course B138: 3 students;
Course 178: 1 student.	Course B185: 1 student;
	Course T138: 3 students.

No students are at present studying Courses 138, 161, 169, 177, T161, T177, T185.

Studying at Level Two:

25 students (under 5 tutors) (29 students in October, 1981)

United Church of Zambia	13 students	(2 tutors)
Anglican Church	10 students	(2 tutors)
Roman Catholic Church	1 student	(1 tutor)
Presbyterian Church	1 student	(1 tutor)

Current use of Level Two courses

Course 201: 2 students;	Course 276: 8 students;
Course 221: 1 student;	Course 375: 2 students;
Course 241: 12 students.	

No students are at present studying Courses 251, 302, 321, 361.

Certificates of Achievement issued in 1982:

United Church of Zambia:	46 students;
Anglican Church:	40 students;
Roman Catholic Church:	15 students.

for Course 101 :	36 certificates;
for Course 102 :	8 certificates;
for Course 121 :	13 certificates;
for Course 176 :	8 certificates;
for Course B138:	13 certificates;
for Course B101:	15 certificates;
for Course B129:	6 certificates;
for Course 241 :	2 certificates.

Certificates of Achievement issued in Jan. and Feb., 1983:

United Church of Zambia:	26 students;
Roman Catholic Church:	6 students;
Presbyterian Church:	1 student.

for Course 101:	1 certificate;	for Course B101:	11 certificates;
for Course 102:	1 certificate;	for Course B129:	1 certificate;
for Course 241:	5 certificates;	for Course B185:	14 certificates.

THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA

REPORT OF TUTOR-TRAINING IN THE LUAPULA December 20-23,
1982

The course was organised by the Luapula Presbytery of the United Church of Zambia and was attended by twenty-three persons, including the Moderator of the Presbytery. Participants were:

Christar Kapupula, Box 40 Mansa (ABBW Chairperson)
Maxwell Lengwe, Box 86, Mununga
Winfred Kaoma, Box 22, Nchelenge
Phasness Musungole, Box 98, Kazembe
Moffat Chansa, Box 23, Mununga
Daniel Kasongole, Box 94, Mununga
M.M. Bweupe, Box 14, Puta
F.K. Mfula, Nchelenge Dist. Council X 1
M. Kafwisa, Box 100, Mwensa
Robimwewa Kayokolo, Box 102, Kazembe
B. Mwansa Kataso, Box 45, Mununga
Martin Mwaba, Box 92, Kazembe
T.P. Chatupa, Box 1, Samfya
A.H. Mwenya, Box 92, Kazembe
S. Kankomba, Box 58, Mwense
Redson C.J. Mhango, Box 11, Lukwesa
P.C. Saluti, Box 1, Nchelenge
A. Kambolâ Bwali, Box 24, Mwense
J.A. Sichone, Box 100, Mwense

Rev. D.S. Makumbo, Box 92, Kazembe
Rev. J.S. Papandile, Box 112, Kawambwa
Rev. L.S. Mpango, Box 120, Mansa
Rev. S.J. Chirwa, Box 92, Kazembe (Presbytery Moderator)

The course was conducted by two persons who went from Kitwe to be with the group, Rev. Dr Richard Sales and Mr. D. Musonda of Kalulushi. At Mbereshi they were joined by the Rev. John Crocker, who had done extension theological training in Bangladesh previously.

The objectives of the course, as in any tutor-training were:

- to identify training needs in their congregations
- to start and lead a TEEZ study group
- to be familiar with study materials and methods in TEEZ courses
- to follow procedures used for testing and assessment by TEEZ
- to suggest church-based and life-based assignments as part of study materials
- to evaluate new directions being undertaken in the production of lay leadership materials by TEEZ and discuss content

Some New Elements in this Training

1. The entire course was carried on in, or translated into, ciBemba. I believe this is the first time that a course has been "vernacularised" and the results remain to be seen.
2. That being the case, special emphasis was placed upon the vernacular courses for lay leaders, and special emphasis upon the new course 30 and B30 being prepared for rural church leaders with teacher/tutors (about which more later).
3. A quick glance will show that the proportion of lay leaders to ministers was greater than in any previous training, though in fact nearly all of the clergy of the Presbytery were present. (A Presbytery Stationing Committee meeting was held during a break. This group was the Presbytery leadership.)
4. A decision was taken to ask the Lay Training officer for Luapula Presbytery to operate a sub- or branch- station of TEEZ in Mbereshi so that supplies of needed materials and responses to tests taken would not be delayed by post to and from Kitwe.

5. Apart from the travel of Mr Musonda and Mrs Sales, all expenses for this training were borne by the Presbytery. They had requested us to come and asked only that we lead the meeting. The entire cost to the TEEZ of training these 23 persons was K 29.20 and materials, as well as translation work on the tutors' Guide.

Procedure

As in all previous tutor-trainings, this was residential and lasted for three full days. With prayer before each morning and after each evening session, with four plenary or group study meetings in the course of the day, students were kept very busy. TEEZ is very much indebted to the Principal and staff of Mabel Shaw Secondary School of Mbereshi where the course was held.

For illustrative material, the first workbooks in course B101 were used and the first six lessons of course B30 were used for the second part of the training.

We were encouraged to find that some of the best contributions and freest discussion came from the laity and we were fortunate to have with us some persons who had done courses in various aspects of leadership training, including a gentleman who had attended the Haggai course and who undertook to lead a session on 'what to expect in a group', Mr Aataso.

Each day we introduced information about TEEZ in a variety of ways (by discussion, buzz groups, small groups, brainstorming, simulation, etc.) followed by responses, both individual and group. Likewise participants were encouraged to ask themselves how they would use TEEZ courses, with whom, when and where in their local contexts.

At the end we asked people to take a post-test which was passed by all, and we asked for evaluation of the course and of the materials they had seen. The evaluation at this meeting was by no means as precise as seems to have been the case in other such meetings, but the enthusiastic participation of the participants from beginning to end spoke of their reactions even when they did not say so directly, as many did.

Some Evaluative Proposals

There has been considerable discussion in TEEZ office of whether we ought to suspend training tutors until the new courses of study are ready. This training was undertaken at all only because Luapula were very anxious. In general we still feel that future trainings begin in 1984 by which time we should be able to help people in several places and have materials to offer in several languages. A request from a Lozi speaking area, for example, finds us with virtually no Lozi materials, at present. Add to that the concern that we do not wish to train people to teach materials we intend to discontinue as soon as our own new ones are available, and there is every reason to procrastinate in tutor-training. It is interesting that three of the four groups, asked what course they would teach first at home, cited B30 our new course, for which not even the first half year is complete.

There is another and wider sense emerging from recent trainings. It has been apparent that the presence in the last three tutor-training meetings of experienced tutors on the staff has been helpful. In the Luapula case this was done designedly. Mr Musonda, besides being fluent, was also the most convincing because he spoke out of considerable experience. It is more and more apparent that a group of tutor-trainers ought to be formed out of experienced tutors who could effectively prepare the next "generation" of TEEZ tutors in their own languages. In this respect it is evident that those for whom TEEZ offers the most and who are willing to give the most to it, are lay-men and women.

The Revd Dr. Richard Sales
Programme Co-ordinator

E. Mische, Rev.

Rev.
Cecil J. King
TEEZ Programme Organiser

12th of April 1983

T E E Z

P.O. Box 23054
Kitwe
Zambia

Dear Cecil,

many thanks for your last letter of March 10, 1983. I appreciate it very much that you have arranged the programme and accomodations for the van Vliets and our group which is visiting Mindolo later in May. I can imagine that it was not very easy during this time of uncertainty to respond positively to my request as you have done it.

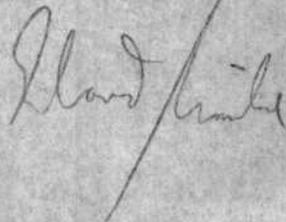
My be the 12.000,-- DM contribution of the EMW, Hamburg, will solve part of your serious problems. The office of Dr. Engel has phoned me few days ago confirming the receive of the signed formula. Further it has asked me to carry with me a cheque of that amount. Because it will speed up the proceedings of transferring the money I shall do so and hand over the cheque to you wherever you think it might be the proper way. Please, instruct Mrs. S. Krisifoe about your thinking on that matter.

I shall arrive in Zambia on the 26th of April. Perhaps there might be a chance to get in touch with each other.

Hoping to see you soon

I remain with kind regards to Dr. and Mrs. Sales

faithfully yours



Theological Education
by Extension in Zambia

- The Revd. C.J.King
TEEZ Programme Organiser -
P.O. Box 23054
Kitwe
ZAMBIA

9th February, 1983

ref.: my letters of October 1982 and of December 23, 1982

Dear Cecil,

many thanks for the various materials of TEEZ you have mailed to us which offers us the good opportunity to understand quite well the actual situation of TEEZ and its future perspectives. I am sure that this programme is a very important contribution to the theological training of your Churches which is indicated already by the number of students who work with your material.

This time I would like to bring again to your kind attention the 3 subjects which have been described in my above mentioned letters.

1. The Protestant Association for World Mission (EMW), Hamburg/West-Germany, has informed me that it has not yet received any reaction from your side to the grant of DM 12.000,- towards the erection of the Building Fund of TEEZ which is still available but not yet called off. I would kindly ask you whether this money is still required by TEEZ or no longer needed. I am not sure whether my letter of October went lost or not. In case you still need the amount of DM 12.000,- I want to send to you two copies of the "Agreement" on the grant again. Please sign it and send one copy to the following address:

Dr. Lothar Engel
Evangelisches Missionswerk
Mittelweg 143
2000 Hamburg 13
West-Germany

In case there is no need of the money any longer it would be much appreciated if you will let us know your decision.

2. Rev. van Vliet together with his wife Rev. W. Stroh-van Vliet and their daughter Ester will arrive in Zambia on the 16th of March if the work-permit is submitted by the Zambian Authorities in time. Do you think a 4 weeks orientation course can be arranged by TEEZ-headquarter for them in Mondolo as you have indicated last year? Otherwise we have to rearrange their preparation time.

/..2

3. The group of German pastors and church workers is planning to visit Mindolo from 22.5.-25.5.83. I would kindly ask you again to arrange accomodations for them and a programme which will inform them about TEEZ. This group is much interested in Theological education in Zambia.

Looking forward to hearing from you. With gogd wishes and compliments to Dr. Sales

Yours ~~kindly~~ sincerely

(Erhard Mische)

enclosed two copies of the Agreement

cc Sietske Krisifoe, P.O. Box 550162, Lusaka

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

EINGEGANGEN
21. JAN. 1983
Erledigt

P. O. Box 23054;
K I T W E.

5th November, 1982.

PLANNING FOR THE FUTURE OF THE TEEZ PROJECT.

A paper addressed to the leaders of churches participating in the TEEZ Project, to members of the TEEZ Project Committee and to overseas churches and agencies supporting the TEEZ Project.

Theological Education by Extension in Zambia (TEEZ) was set up as a joint project of the Anglican Church in Zambia, the Churches of Christ in Zambia and the United Church of Zambia in 1979. The Project has gradually developed over nearly four years from having three very part-time staff and a metal rondavel office in someone's garden to having three full-time staff and a four-roomed office building at Mindolo, from a 1980 Budgetted expenditure of K15,100 to a 1983 Budgetted expenditure of K31,900.

However, TEEZ is still largely financed from overseas; two of its three full-time staff are expatriates, and its programmes are still only incidental to the life of the churches in Zambia.

It is now time to ask the churches in Zambia three questions about the future of the TEEZ Project:

1. What role is TEEZ to play in the training work of the churches?
2. How is the staff of the TEEZ Project to be Zambianised?
3. How is the TEEZ Project to be financed locally and independently of overseas donors?

This document suggests possible policies that may be followed in answer to these three questions by the Zambia Anglican Council and the United Church of Zambia, the two churches which are providing most of the local resources for the TEEZ Project.

1. The role of TEEZ in the churches:

The new Co-ordinator of the TEEZ Project, the Revd. Dr. Richard Sales, is planning programmes of study and training through TEE for Congregation Elders and for Lay Preachers within the United Church of Zambia and for leaders of congregations within the Anglican Church in Zambia and for lay leaders of rural congregations of any church. A copy of the proposed syllabus for these courses is enclosed with this paper.

If these proposed TEEZ programmes are accepted by the churches, their study materials in English and in appropriate Zambian languages will be produced during 1983 and 1984, and local tutors will be trained to teach the courses during 1984 and 1985.

The proposed TEEZ programmes will aim to give people skills in preaching, teaching, counselling, administration and the leading of worship, as well as in Biblical studies, Christian doctrine, Church life and Christian behaviour, appropriate to the church ministries for which they are being trained.

These TEEZ programmes could well become central to the training of lay ministers and of ordained non-stipendary ministers in the UCZ and the Anglican Church in Zambia, and also in other churches which have made some use of TEEZ materials in the past - the Roman Catholic Church, the Churches of Christ, the Presbyterian Church in Zambia and the Reformed Church in Zambia.

2. Zambianisation of the staff of the TEEZ Project:

The TEEZ Project needs full-time headquarters staff based in Kitwe, for the following work:

- preparation and translation of courses;
- production of study materials;
- training of local tutors;
- marking, supervision and certification of work done in local groups;
- administration and book-keeping.

By 1st January, 1988, this work should be done by three full-time Zambians, paid and housed by the Anglican and United Churches. The following pattern of staff could be the case by that date:-

(i) A Zambian UCZ Synod minister, paid by the UCZ Synod, living in the TEEZ House (see below) and working as UCZ's TEE Programme Organiser and Synod Lay Training Co-ordinator.

(ii) A Zambian Anglican priest, paid by the Zambia Anglican Council, living in the Anglican house in Diamond Drive, Kitwe, and working as the Zambia Anglican Council's TEE Programme Organiser and Lay Training Co-ordinator.

(iii) A Zambian lay person, paid by the UCZ Synod, living in the UCZ house in Diamond Drive, Kitwe, and working as the TEEZ Production Organiser and Office Administrator.

There are two essentials for this Zambianisation of the staff of the TEEZ Project; these are:

(a) the willingness of the Zambia Anglican Council and the United Church of Zambia Synod to provide, pay and house full-time Zambian staff to run the Project from 1988 onwards;

and (b) the availability of housing in Kitwe for three Zambian staff members. The lack of such housing is the major obstacle to proper staffing of the Project at present. In 1981 the Revd. P.M. Manelele was recommended by the UCZ Synod Executive to take up the post of UCZ TEE Programme Organiser, but he has been unable to do so because the UCZ cannot provide housing in Kitwe for him and his family. In 1980 the Revd. C.J. King was appointed by the Zambia Anglican Council to work full-time on the TEEZ Project, but, since that date, the Council has been unable to provide housing for him in Kitwe.

In order to obtain housing for TEEZ Staff, the Project could in 1983 apply to the World Council of Churches DIACARWS (the WCC Department providing capital funds for church projects around the world) for funds to build or buy housing in Kitwe for TEEZ staff. If the Anglican and United Churches are willing to provide the house in Diamond Drive, Kitwe, for two members of TEEZ staff, only one house would need to be built on UCZ land at Mindolo; if these churches are not going to provide the Diamond Drive house for TEEZ staff, TEEZ would have to apply to the World Council of Churches DIACARWS for funds to buy a house or two in Kitwe as well as funds to build a house at Mindolo.

3. Local Funding of the TEEZ Project:

If the Zambia Anglican Council and the United Church of Zambia Synod accept and implement the staffing and housing proposals suggested above under 2./, no overseas funds would have to be raised by TEEZ from 1st January, 1988, for salaries or accomodation of staff. The running expenses of the Project would be the administrative expenses of running the Office (stationery, postage, telephone calls), the cost of reprinting course materials and travel expenses; TEEZ staff would not need their own vehicles; they would use public transport. These expenses would be met from course fees paid by students taking TEEZ courses. Local Tutor training courses would have to be financed by fees paid by the tutors being trained or by their congregations. No further capital sums should be needed once housing for TEEZ staff members has been provided.

This paper has been produced for consideration by the Zambia Anglican Council and the United Church of Zambia Synod during the next three months (November, 1982 - February, 1983). If its proposals are acceptable to those two churches, a five year projection of the development of the TEEZ Project will be prepared for submission to the WCC DIACARWS in 1983 requesting funds for TEEZ Staff housing. If these proposals are not acceptable to the two church authorities, alternative proposals should be worked out for the future of the TEEZ Project.

It is hoped that the TEEZ Project Committee will meet at the end of February, 1983, to discuss the response of the Zambia Anglican Council and the UCZ Synod to these proposals.

The Revd. Dr. R. Sales
TEEZ PROGRAMME CO-ORDINATOR

The Revd. C. J. King
TEEZ PROGRAMME ORGANISER

PROPOSED SYLLABUS FOR TEEZ DEVELOPMENT

	UCZ LAY PREACHERS TRAINING	UCZ ELIER TRAINING	ANGLICAN LEADERS TRAINING	COURSE NUMBER
Course Guide	Old Testament Intro Preaching I	O.T. Intro. Preaching I	O.T. Intro Preaching I	130
Course Guide	Synoptic Gospels Preaching II	Syn. Gospels Teaching	Syn. Gospels Teaching	131
Course Guide	Paul, Letters Counseling	Paul, Letters Counseling	Paul, Letters Counseling	140
Course Guide	Biblical Doctrine Church Administration	Bib. Doctrine Ch. Admin.	Bib. Doctrine Ch. Admin.	141
Course Guide	Acts-Psalms Worship	Acts-Psalms Worship	Acts-Psalms Worship	150
Course Guide	UCZ Constitution Conducting Meetings	UCZ Constitution Con. Mtgs.	The Anglican Church Con. Meetings	151Z, 151A
Course Guide			Christian Ethics Spirituality I	160
Course Guide			Patoralia Spirituality II	161

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Rural Lay Leaders' Syllabus (Two Year)

Lessons	Topics	Application	Comments	Course
1-6	Creation	Preaching	12 lessons from OT &	30
7-12	The Fall		12 from NT. Students	
13-18	Jesus Christ		Preach weekly	
19-24	Salvation			
25-30	Faith	Counseling	Bible illustrates basic	31
31-36	Hope		methods & situations for	
37-42	Love		counseling: with assignments	
43-48	Fruits of the Spirit			
1-8	God	Teaching	Bible lessons with weekly	40
9-16	Jesus		teaching assignments &	
17-24	Holy Spirit		Lesson Preparation.	
25-30	People of Israel	Worship &	Tying worship to biblical	41
31-36	Evangelism	the Church	passages; requires practise	
37-42	The Early Church		in congregations	
43-48	The Church Today			

Presently Planned as a Course in Simple English (see overleaf)

There are today nearly 500 programmes using Theological Education by Extension (TEE) in the world and as many as 40 000 students of Extension Theology in Christian Churches in over fifty countries. These students may be ordination candidates, lay leadership trainees, pastors in service, even post-ordination degree candidates. What they have in common is their Extension way of studying.

What Extension training means is that students study while they are working, using materials prepared for home study at the programme headquarters, and then, after a week or so, they meet with other students to go over what they have been studying, to relate their studies to the world in which they live, and to learn from one another more of the significance of the materials for their own lives. Then, because practise makes perfect, they are usually encouraged to put the things they have learned into action in their own parish or work.

The TEEZ follows this general pattern. We produce materials for home study, train tutors to lead weekly discussion on the materials, and try to make it possible for students to apply their studies in developing practical skills of ministry. Our present concern is to develop new programme materials better suited to the Zambia situation and the needs of the churches here. In the two months since I came I have asked leaders and tutors from the member churches to tell me what they see as needs for training in their churches. As a result of my discussions with such people, I present to you an outline of what I think may be the next important task of the TEEZ (see the next page). I would like to explain the proposal here so that you can study it with understanding in outline and be able to make recommendations for change.

The suggestion is that a series of half-year courses be produced, together with "application guides" which will focus on certain skills of ministry and living. The 'Course' is independent of the guide in the sense that different skills might be taught with relation to a single course. The outline is set in parallel columns so that you can see at a glance how Course 130, for instance, might meet the needs of UCZ Lay Preachers training and also UCZ Elder training and Anglican Leader's Training. In addition to the four years of courses suggested for these needs, I also include an outline which might be appropriate for a Rural leadership Course that is under consideration at Chipembe in simple English and designed to be taught by lecture and practise. However, it is the general outline that I am specifically asking you to consider. Does it meet the needs you see for the purpose it is intended to meet? If you feel something else should be there which is not, please say so. If you feel it includes things that ought not be there, you could also help by saying so. Clearly, you cannot tell at this time if everything that might be written will be adequate. But you can say if you feel that the conception will, if adequately followed, meet the needs you see.

I should add that you may feel TEEZ already has too wide a variety of courses available. The fact is they do not, any of them, constitute a syllabus of instruction leading to the solution of a problem area in the Churches. Instead, what is here being proposed, is a shorter group of courses which could, if approved, be reproduced in all the needed languages of our churches in rapid succession. Help us to help the churches, please, by making comments on what you see overleaf.

Yours faithfully,

Richard W. Sales
TEEZ. PROGRAMME CO-ORDINATOR
P.O. Box 23054, KITWE.

THE THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA PROJECT (TEEZ)

P. O. Box 23054,
K I T W E,
ZAMBIA.

BUILDING ON THE FOUNDATIONS

A report on the TEEZ Project : July 1981 to September 1982.

The aims of the Project

Theological Education by Extension in Zambia (TEEZ) is a joint project of the United Church of Zambia, the three Anglican dioceses in Zambia and the Churches of Christ in Zambia to provide training to the leadership, both ordained and lay, of those churches in their various ministries.

The Project began under the direction of the United Church of Zambia (UCZ) in 1977 and became a joint project of the three participating churches in 1979. The training of Local Tutors to conduct TEEZ courses began in February 1980, and the first full-time staff member joined the Project in May 1980.

The aim of the Project is to provide training courses which increase the students' knowledge of their Christian faith and of the Bible and which also involve the students in some practical assignments of service, witness and ministry, where they can use and apply their increased knowledge.

TEEZ offers courses on two levels - Level One, using study materials in simple English or in a Zambian language, for lay leaders with little or no previous theological training, and Level Two, using study materials in English which presuppose previous academic education, for leaders who have already done some theological studies.

On both levels TEEZ courses involve students in private study of self-teaching programmed learning texts and in regular group meetings with a trained TEEZ Local Tutor to work out the practical implications of what is being studied in the texts.

In July 1981 a report on the Project entitled "The First Eighteen Months" was published; this report takes up the story of the Project since June 1981.

The Project Committee

The Project is controlled by a Project Committee on which each of the three participating churches has three representatives and one vote. This Project Committee met four times during the fifteen months covered by this report to make decisions about policy, financial, staffing and building matters for the Project. The churches' usual representatives have been:

Anglican Church: Bishop Joseph Mabula

The Revd. B. Castle

The Revd. R. Doxsey

Churches of Christ: Mr. S. Chisebwe

Mr. J. Phiri

Mr. C. Woodhall

United Church of Zambia: Mr. I. Banda

The Revd. W. Dalrymple

The Revd. E. Lumbama.

The Project Staff

The part-time Co-ordinator of the Project from its inception until May 1982 was the Revd. David Curtis of the United Church of Zambia, a missionary of the British Methodist Church who served in Zambia from 1971 to 1982. He was responsible for the planning, supervision and finances of the Project, and, during the first four months of 1982, he supervised the construction of the TEEZ Office building at Mindolo. His speech at the opening of that Office building in April 1982 is attached to this report.

From May 1980 to date, the Programme Organiser of the Project has been the Revd. Cecil J. King, a missionary of the British United Society for the Propagation of the Gospel, who is seconded to the Project by the Zambia Anglican Council. Mr. King has worked in the field of Christian Education in Zambia since 1969; he is responsible for the training of TEEZ Local Tutors and for the supervision and administration of the Project's study programmes in English.

Mrs. Emeldah C. Mwelwa joined the Project as a full-time member of staff in August 1980; she is a Zambian and combines the roles of Production Organiser and Bemba Programme Organiser within the Project. She is responsible for the supervision and administration of the Project's study programmes in the Bemba language and for the translation of courses into Bemba. She is also responsible for the production of all the duplicated study materials of the Project.

In December 1981, the UCZ Synod Executive recommended that the Revd. P. Mubita Mañelele be appointed as the UCZ's TEE Programme Organiser within the TEEZ Project. The Revd. P.M. Mañelele is a Zambian and a Synod Minister of the UCZ; he holds a Diploma in Theology from the University of Makerere and has several years of experience in youth work for the Church. However, the Revd. P.M. Mañelele has been unable to take up his appointment with the Project because the UCZ has not been able to provide housing for him and his family in Kitwe. Proposals for solving the Project's lack of staff housing are contained in the paper "Planning for the future of the TEEZ Project", which is being circulated with this report.

In September 1982 the UCZ seconded to the Project as TEEZ Programme Co-ordinator the Revd. Dr. Richard Sales, a missionary of the United Church Board for World Ministries in the USA who has twenty-five years' experience of working for the churches in Southern Africa. Dr. Sales comes to the TEEZ Project after ten years of work in Botswana, where he was a founding staff member of the Botswana Theological Training Programme. Dr. Sales is now responsible for planning the study programmes of the TEEZ Project and for writing study materials for those programmes.

The Project Offices

From June 1980 to July 1982 the Project Offices were at 15B Enos Chomba Avenue, near the centre of Kitwe. This is a five-roomed flat in the headquarters of Scripture Union Zambia which the Project rented and used for offices, a printroom and accommodation for the Programme Organiser. The UCZ now rents this flat from Scripture Union Zambia, and the TEEZ Programme Co-ordinator and his wife live there.

From December 1981 to April 1982 the Project built, on land belonging to the UCZ at Mindolo, an Office building containing four rooms - a printroom cum storeroom, a reception and meeting room and two small offices.

The Project Offices (continued)

The construction of this Office building was supervised by the TEEZ Project Co-ordinator, and his speech at the opening of the new Office building in April 1982 is attached to this report. The cost of construction was K18,637.77ng; this cost was largely met by the following contributions from overseas donors:

British Methodist Church Overseas Division	K10,000.00ng
Church of Scotland Overseas Council	K4,820.14ng
Gossner Mission (West Germany)	K2,335.16ng
The Revd.M.Galusha (United Presbyterians:USA)	K516.85ng.

The Project is very grateful to these generous donors for making the construction of the TEEZ Offices possible, and to the Revd. David Curtis for enabling the building to be completed so quickly and keeping the cost of construction below the estimated K20,000 and close to the amount of money received for the building.

Funding the Project

During 1981 65% of the Project's income was from overseas, as follows:

Church of Scotland Overseas Council	K6320.14ng
Gossner Mission (West Germany)	K4707.83ng
United Society for the Propagation of the Gospel (UK)	K2359.75ng
British Methodist Church Overseas Division	K2000.00ng
United Church of Canada	K1708.82ng
Winscombe Anglican Parish (UK)	K116.98ng

During 1982 an even larger proportion of the Project's income will have come from overseas, because of the capital grants made for the cost of building offices for the Project.

The heavy dependence of the Project on funds from overseas will continue until the churches participating in the Project are able to provide Zambian full-time staff for the Project, paid and housed by the local churches. Proposals for achieving this goal are contained in the paper "Planning for the future of the TEEZ Project", which is being circulated with this report.

It is anticipated that large capital grants from overseas will be needed during the 1984-87 period for the provision of housing for TEEZ staff members. It is also anticipated that expatriate staff, funded by the churches overseas, will be required by the Project until the end of 1987 - for the writing of study materials and for the training of Zambians as TEEZ Local Tutors and as full-time TEEZ staff. The sooner the participating churches are able to appoint Zambian staff to the Project, the sooner dependence on staff and funds from overseas will end.

In the meantime, the Project is very grateful to the overseas donors listed above for laying the foundations of the Project and for enabling the Project to build on those foundations.

Provision of Courses

The Project offers seventeen courses at Level One - four in Bemba, four in Tonga and nine in simple English - and nine courses at Level Two. Most of these courses are from the TEE College of Southern Africa and from the TEXT-AFRICA Project of the Association of Evangelicals in Africa and Madagascar.

However, following demand from the participating churches, the Project is now preparing programmes designed for training specific ministries in the Zambian churches. The proposed syllabuses for training UCZ Congregation Elders, UCZ Lay Preachers, Anglican leaders of congregations and the leaders of rural

Provision of Courses (continued)

congregations of any denomination are being circulated with this report. Study materials for these proposed programmes in English and in Zambian languages are to be produced during 1983 and 1984.

The Students

Enrolments for individual courses since the Project began offering courses in 1977 have totalled 472. This total includes:

- 178 students awarded Certificates of Achievement;
- 98 students who did not complete their courses ,
- and 196 students currently (September 1982) studying courses.

Of the 178 students awarded Certificates of Achievement by the Project 110 are UCZ members, 44 are Anglicans, 22 are Roman Catholics and two are members of a Church of Christ.

By far the most commonly studied course has been "Introduction to the Bible"; 81 students have successfully completed this course in English and 17 students have successfully completed it in Bemba. The other popular course has been "Seven Letters to all Churches" in Bemba, which 44 students have successfully completed.

In September 1982 TEEZ has 161 students studying Level One courses. Between them they are taking eleven different courses - six in English and five in Bemba. 78 of the students are UCZ members; 56 are Anglicans; 19 are Roman Catholics and 8 are Presbyterians. They are being taught by 20 trained Local Tutors, of whom 15 are Zambians and only five are expatriates; 13 of these 20 Local Tutors are full-time church workers; the other seven are laypeople. By denomination the 20 Local Tutors are: 10 UCZ members; 8 Anglicans; one Presbyterian and one Roman Catholic. The students are in the following urban areas: Chingola (12), Kabwe (36), Kalulushi (20), Kitwe (7), Luanshya (17), Lusaka (17) and Ndola (18), and in the following rural provinces: Central (4), Luapula (17), Northern (1), Northwestern (2), Southern (2) and Western (8).

In September 1982 TEEZ has 35 students studying Level Two courses. 22 are taking "General Survey of Christian Doctrine" and 13 are taking "Spirituality: Walking Closer with Jesus". Of these Level Two students, 17 are Roman Catholics, 12 are UCZ members and 6 are Anglicans. They are studying under five Local Tutors, all expatriates, of whom two are Anglicans, two are Roman Catholics and one is a UCZ member. All of these Level Two tutors are full-time church workers.

Training Local Tutors

The key to training through TEEZ is the Local Tutor. It is the Local Tutor who makes the courses available to church members, who invites people to take the courses and who conducts the courses. It is the Local Tutor who prevents TEEZ courses from being merely correspondence courses testing recall of words and who makes sure that TEEZ courses are relevant to the situations and experiences of the students.

Local Tutors are nominated by their churches, trained by the TEEZ staff and accredited by the TEEZ Project Committee. They use TEEZ courses to train Christians in their areas for various ministries. Anglicans are using TEEZ mainly for training men for the non-stipendiary priesthood and for training lay leaders of worship. The United Church of Zambia Synod has approved the inclusion of six TEEZ courses in its syllabus for training Lay Preachers and is also using TEEZ to train congregation elders and stewards and Sunday



Training Local Tutors (continued)

School teachers. The Presbyterian Church in Zambia and some Roman Catholic parishes are using TEEZ courses to train lay leaders of congregations.

Sister B. Nkando in the prisons near Kabwe and Father J. Hennessy in the prison near Kitwe are using TEEZ courses in English and Bemba to train the prisoners who lead the Roman Catholic congregations in those prisons.

During the period covered by this report, 38 people have been trained as TEEZ Local Tutors. The following training courses for Local Tutors have been held during the past fifteen months:

- Livingstone: July 1981 : 2 days non-residential: 6 tutors trained.
- Choma : September 1981: 3½ days residential : 10 tutors trained.
- Ndola : November 1981 : 4 days residential : 13 tutors trained.

In addition, nine local tutors have been trained individually to conduct TEEZ Local Study Groups.

Of a total of 88 Local Tutors so far trained by the TEEZ Project, 50 have conducted Local Study Groups. The other 38 have either found TEE an inappropriate way of training Christians in their area or are still preparing to start Local Study Groups.

81 Local Tutors are at present accredited by the Project: 40 UCZ members; 22 Anglicans; 14 members of Churches of Christ; 4 Roman Catholics and 1 Presbyterian. The Churches of Christ Local Tutors have been trained by the TEEZ Project but use their own TEE courses and enrolment and certification procedures.

During the next twelve months, the Project has been asked to train Local Tutors in Luapula, Copperbelt and Central Provinces. It is anticipated that more Local Tutor Training will be given in 1984 and 1985 when the new TEEZ courses for training for specific ministries in the Zambian churches have been published.

Conclusion

During the past fifteen months TEEZ has enrolled 284 new students and trained 38 new Local Tutors; 50 new Local Study Groups have been started. The Project has also built and started using a new Office building in Mindolo, and has obtained the services of a third full-time member of staff.

However, TEEZ has not yet begun to play the central role it could have in training Zambian Christians for ministry. During the next fifteen months, if courses more appropriate to the needs of the Zambian churches can be produced and if funds to provide housing for Zambian staff members can be obtained, the Project could begin to realise its potential for equipping Zambian Christians to carry out the ministries to which God is calling them.

The Revd. Cecil J. King
TEEZ PROGRAMME ORGANISER.

SPEECH BY THE REVD. DAVID P. C. CURTIS, CO-ORDINATOR OF THE THEOLOGICAL EDUCATION BY EXTENSION PROJECT (TEEZ), DELIVERED AT THE OPENING OF THE TEEZ OFFICES AT MINDOLO, KITWE, ON THURSDAY, 15TH APRIL, 1982.

My Lord Bishop of Northern Zambia, Reverend Moderator of the Copperbelt Presbytery of the United Church of Zambia, distinguished guests, ladies and gentlemen :

I have been asked at this short opening ceremony this morning to tell you something of the history and development of the TEEZ Project and to explain to you how it comes about that, only three months after starting the building work, there is today a building which, I am sure you will agree, makes a fine headquarters for the Project and gives it a permanent home.

TEEZ started officially at an inaugural meeting held in January 1979 here at Mindolo, chaired jointly by the Revd. Joel Chisanga, who was then Principal of the United Church of Zambia Theological College, and the Anglican Bishop of Northern Zambia. This meeting was the result of a period of planning and experiment with TEE materials by myself within the United Church of Zambia (UCZ) and by Father Nicholas Beddow within the Anglican Church in Zambia; we were both engaged by our churches for the work of training people for the non-stipendary ordained ministry - that is Local Ministry in the UCZ and Supplementary Priesthood in the Anglican Church. The TEEZ Project as established in 1979 was set up to enable the participating churches to use jointly TEE materials for various training programmes - for the training of Local Ministers and Supplementary Priests and for the training of members of congregations and of people doing different lay ministries within their churches.

I had myself been producing TEE materials for Christian training since 1977, by re-producing, with slight amendment, materials already in use in Eastern and Southern Africa. From the beginning of my involvement in TEE, the Gossner Mission of West Berlin has supported the work; through their generosity, we were able to obtain an IBM electric typewriter for the typing of courses onto stencils, a Gestetner duplicating machine and a metal rondavel, now dismantled and sold, which stood next to my house and in which I did the TEE work, with the assistance of a part-time typist, through 1978 and 1979. In 1980, the Zambia Anglican Council seconded Mr. Cecil King to the TEEZ Project on a full-time basis, and so we had to move the Project into more permanent and spacious office accommodation. We were fortunate to obtain a lease on the five-roomed flat at 15B Enos Chomba Avenue, which is part of the Scripture Union headquarters near the centre of Kitwe; this flat provided us with more office space and also with accommodation for Mr. King.

However, throughout 1980 and 1981, our conviction grew that we must have our own office building. The only major item of expenditure on the TEEZ Budget which could not be met locally by the participating churches or from the course fees paid by students was the rent for the Scripture Union flat; if the Project was ever to become self-supporting, it would have to operate from its own premises. A member of St. Michael's Anglican Church here in Kitwe drew up plans for an office building, and efforts were made to obtain extra funds overseas to finance the building of offices for TEEZ. At first the response from overseas donors was not very positive; many TEE projects around the world have received large injections of foreign capital to get them started, and those who had supported other TEE schemes were reluctant at first to support TEEZ.

The big breakthrough came while I was on leave in England; I explained the Project to the Africa Secretary of the British Methodist Church Overseas Division. He was interested in supporting the Project, if the UCZ agreed and if other partner churches of the UCZ showed an interest. However, I came back to Zambia last September with no funds for the building, and at the October meeting of the TEEZ Project Committee it seemed as if nothing would be built during my time here. There was also the problem that building contractors who were willing to put up the building were asking for large sums of money to do the work, over and above any amount of money that the Project could expect in the immediate future. Still, the Methodists in Britain had promised K10,000 and that would meet half the anticipated cost of constructing the office building; it now remained to convince the British Methodist Church Overseas Division that other donors were interested. I had also come to the conclusion that the only way the offices were going to be built was if I myself supervised the work and thereby cut out the contractor's profit from the cost. In December we decided that funds would be forthcoming and took a leap of faith by sending Mrs. Mwelwa, our Production Organiser and Bemba Programme Organiser, with a hired lorry to buy bricks from the Chingola brick field. It was decided to stack the bricks in the front garden of my house at Mindolo for the sake of security; we argued that we could always sell them if nothing else happened.

On 14th December we received the Church of Scotland Overseas Council's contribution of K4,820, and on 14th January the K10,000 from the British Methodists arrived. The piles of bricks in front of my house grew and grew, and I spent days looking at them and trying to guess if there would be enough. We bought door frames and window frames and hoped and hoped. In December we dug trenches, but, while we waited for the Kitwe District Council to approve the plans and let us start building, the trenches began to collapse in the rains. Finally, in January, we started building work. I wish here to pay tribute to Mr. Chikwanda and the other bricklayers and helpers, who worked hard every day, from Monday to Saturday every week, to do the actual work. My job was to keep them supplied with materials and to hire helpers as and when they were needed.

The foundations were finished at the end of January, and we reached the top of the walls by the end of February. March was spent completing the roof and the floors and plastering the walls; by the end of March there only remained storm drains and paths to finish. Our heartfelt thanks goes to the bricklayers, the carpenters, the painter and the glazier for all their work, which you now see before you.

The TEEZ Office building which is being opened today consists of four rooms: a large reception and meeting room, two small offices and a print room cum storeroom. The total cost of building will be somewhere between K18,000 and K19,000. The completion of this building means that the TEEZ Project has a permanent home, near to the UCZ Theological College and on the Mindolo campus, in close contact with all kinds of Christian training.

When I leave Zambia in May, I shall leave a Project which I am confident will go from strength to strength in the service of its participating churches. This year the UCZ is seconding the Revd. Dr. Richard Sales from the USA to work full-time on the Project and the Revd. Mubiita Mañelele to work part-time on the Project; they, together with the Revd. Cecil King and Mrs. Mwelwa, will begin a new chapter in the growth and development of the TEEZ Project.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

Proposed Budget for 1983.

<u>EXPENDITURE</u>	Zambian Kwacha
<u>Item One : Personnel</u>	
Dr.R.Sales (Programme Co-ordinator)	
Salary	6,000
Housing and utilities	4,000
Transport	1,200
The Revd.C.King (Programme Organiser)	
Salary	4,000
Housing and utilities	3,800
Transport and other expenses	1,400
Mrs.E.Mwelwa (Production & Bemba Programme Organiser)	
Salary and Provident Fund	2,800
Transport	100
Mr.D.Pattee (Research Assistant: July to December)	
Salary and expenses	1,200
Mr.E.Puluba (Part-time Office Cleaner)	500
<u>Item Two : Office and Administration</u>	
Office maintenance and utilities	500
Telephone calls and postage	200
Stationery and office equipment	500
Travel expenses of Project Committee members	300
Depreciation on office equipment	1,000
<u>Item Three : Programme Costs</u>	
Local Tutor Training and Research	1,500
Translation work	1,200
Purchase of reference and course books	200
<u>Item Four: Contingency Fund (5% of above expenditure)</u>	<u>1,520</u>
TOTAL PROJECTED EXPENDITURE	<u><u>K31,920</u></u>
<u>INCOME</u>	
United Church Board for World Ministries (USA) (for salary and transport of Dr.R.Sales)	7,200
United Church of Zambia (for housing and utilities for Dr.R.Sales)	4,000
Zambia Anglican Council (for salary, housing and utilities, transport and other expenses of Revd.C.King)	9,200
British Methodist Church Overseas Division (promised)	2,000
Course Fees from students	1,520
<u>To be requested:</u>	
Christian Church (Disciples) (USA)	2,000
Church of Scotland Overseas Council	2,000
Council for World Mission	2,000
United Church of Canada	2,000
TOTAL PROJECTED INCOME	<u><u>K31,920</u></u>

To be submitted to the T.E.E.Z. Project Committee meeting on 26th November, 1982.

Note: The above Budget does not include provision for capital expenditure on housing for TEEZ Staff. Gossner Mission of West Germany has already promised some money for this, and further funds for staff housing will be requested from the World Council of Churches, if the churches participating in the TEEZ Project agree.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

Proposed Budget for 1984.

<u>EXPENDITURE</u>	Zambian Kwacha
<u>Item One : Personnel</u>	
Dr.R.Sales (Programme Co-ordinator)	
Salary	6,000
Housing and utilities	4,200
Transport	1,500
The Revd.C.King (Programme Organiser)	
Salary	4,250
Housing and utilities	4,000
Transport and other expenses	1,600
Mrs.E.Mwelwa (Production and Bemba Programme Organiser)	
Salary and Provident Fund	3,000
Transport	100
Research Assistant (Mr.D.Pattee:January to June; Person to be named:July to December)	
Salary and expenses	2,500
Mr.E.Puluba (Part-time office cleaner) Wages	600
The Revd.P.M.Mañelele (Assistant Programme Co-ordinator: July to December)	
Salary	1,000
Housing and utilities	2,000
Transport	750
<u>Item Two : Office and Administration</u>	
Office maintenance and utilities	600
Telephone calls and postage	300
Stationery and office equipment	1,000
Travel expenses of Project Committee members	400
Depreciation on office equipment	1,000
<u>Item Three: Programme Costs</u>	
Local Tutor Training and Research	3,000
Translation work	2,000
Purchase of reference and course books	200
	<u>40,000</u>
<u>Item Four: Contingency Fund (5% of above expenditure)</u>	<u>2,000</u>
TOTAL PROJECTED EXPENDITURE	<u><u>K42,000</u></u>
<u>INCOME</u>	
United Church Board for World Ministries (USA) (for salary and transport of Dr.R.Sales)	7,500
United Church of Zambia (for housing and utilities of Dr.R.Sales and for salary,transport,housing and utilities for Revd.P.M.Mañelele for six months)	7,200
Zambia Anglican Council (for salary,housing and utilities,transport and other expenses of Revd.C.King)	9,850
British Methodist Church Overseas Division (promised)	2,000
Course Fees from students	2,500
<u>To be requested:</u>	
Christian Church (Disciples) (USA)	1,500
Church of Scotland Overseas Council	1,500
Council for World Mission	1,500
United Church of Canada	1,500
New donor churches in Europe and USA:	
- for salary and expenses of Research Assistant	2,500
- for Local Tutor Training and Research	3,000
- for Translation Work	2,000
TOTAL PROJECTED INCOME	<u><u>K42,550</u></u>

To be submitted to the T.E.E.Z. Project Committee meeting
on 26th November, 1982.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

=====

INCOME AND EXPENDITURE : 1st January to 30th September, 1982.

<u>INCOME</u>	K .ng.	Budget (Jan.-Dec.)
Balance carried forward from 1981	6514.94	1000.00
<u>External Grants:</u>		
Revd M Galusha (United Presbyterians:USA)	516.85	--
Church of Scotland	1500.00	3000.00
Methodist Church Overseas Division (UK)	10000.00	10000.00
United Church of Canada	4382.02	4000.00
Gossner Mission (Germany)	2335.16	10000.00
<u>Project-generated Income:</u>		
Course Fees	1160.00	2500.00
Book sales	425.50	--
Stationery sales and printing services	147.11	--
Sale of gas ring	84.00	--

TOTAL INCOME K27065.58ng.

EXPENDITURE

<u>Personnel:</u>		
Travel and accomodation for the Revd.P.M. Mañelele (U.C.Z. Programme Organiser)	122.30	600.00
Salary, ZNPF, PAYE and Travel for Mrs.E.C. Mwelwa (Production & Bemba Programme Organiser)	1619.10	2070.00
Wages of Mr.L.Puluba (Office Cleaner)	26.00	--
<u>Office and Accomodation</u>		
Building of TEEZ Offices at Mindolo	14403.33	20000.00
Rent of Scripture Union Flat (Jan.-July)	1625.00	1850.00
Electricity for Scripture Union Flat	64.09	100.00
Water for Scripture Union Flat	43.31	100.00
Purchase of stationery and office equipment	238.78	500.00
Telephone calls and postage	143.87	100.00
Project Committee meetings	25.00	--
Cheque book	8.00	--
<u>Tutor Training and Course Production</u>		
Training courses for local tutors	314.15	1500.00
Checking Bemba translation work	35.00	--
Textbooks bought	102.16	--

K18770.09ng.

Balance held in Bank Accounts at 30th September, 1982:

In current account K7295.49ng.

In savings account K1000.00ng.

TOTAL

K 8295.49ng.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

INCOME AND EXPENDITURE : 1st January to 31st December, 1981.

<u>INCOME</u>	Actual	Budget
	K .ng.	K .ng.
Balance carried forward from 1980	4685.56	4200.00
<u>External Grants:</u> Gossner Mission	4707.83	4300.00
United Church of Canada	1708.82	1500.00
Church of Scotland (see Note 4)	6320.14	--
Wihscombe Anglican Parish (UK)	116.98	--
<u>Internal Grants and Donations:</u>		
United Church of Zambia (for May Tutors' Course)	200.00	--
Zambia Anglican Council (for Programme Organiser's expenses - see Note 3)	598.55	1000.00
Individual Donations	40.00	--
<u>Staff Salaries:</u>		
Salary and Housing of Project Co-ordinator. (from Methodist Church Overseas Division:UK)	2000.00	2000.00
Salary of Programme Organiser (from United Society for the Propagation of the Gospel:UK)	2359.75	1840.00
<u>Project-generated Income:</u>		
Course and Book Fees from students	2202.35	2000.00
Sales of duplicating paper	480.23	--
Sundry Income	27.15	--
Repayment of Programme Organiser's Advance	1000.00	--
TOTAL INCOME	K26447.36	K16840.00
<u>EXPENDITURE</u>	K .ng.	K .ng.
<u>Personnel:</u>		
Salary and Housing of Project Co-ordinator	2000.00	2000.00
Salary of Programme Organiser	2359.75	1840.00
Advance to Programme Organiser (May & June)	1000.00	--
Programme Expenses of Programme Organiser (see Note 3)	598.55	1000.00
Salary and Travel of Production Organiser	1822.55	1224.00
<u>Office and Accomodation:</u>		
Rent for Offices & Programme Organiser's Flat	3000.00	3000.00
Electricity and Water for Offices/Flat	180.73	240.00
Purchase of stationery, stamps, etc.	472.50	500.00
Purchase of Office Furniture (see Note 1)	1162.72	500.00
Telephone (Nett Cost - see Note 2)	292.67	--
Storage Charges to UCP for paper	130.00	120.00
Materials for new Office Building (see Note 4)	4154.44	--
Sundry Expenses	41.13	--
<u>Tutor Training and Course Production:</u>		
Training Courses for Local Tutors	1439.40	1000.00
Production of Course Materials	1606.63	2000.00
<u>Depreciation:</u> on equipment (see Note 5)	1000.00	700.00
TOTAL EXPENDITURE	K21261.07	K14124.00
Excess of Income over Expenditure	K5186.29	K2716.00

(The notes to this statement of Income and Expenditure are on the back of this page)

Note 1: The following Office Furniture was purchased:

Steel Shelving	K733.42
Chairs	K339.30
Cupboard	K40.00
Filing Cabinet	K50.00

Note 2: The telephone expenditure is for the use of Kitwe 217367 and covers the period of October, 1980, to July, 1981. The nett cost of K292.67ng. is the balance of K417.13ng. paid for telephone bills and K124.46ng. received from UCP and individuals for their use of the telephone.

Note 3: The K598.55ng. received from the Zambia Anglican Council for the programme expenses of the Programme Organiser was spent as follows:

Travel	K238.05
Textbooks for students	K182.05
Postage	K123.88
Stationery	K54.57

Note 4: Purchases of building materials for the new TEEZ Offices were made from the Church of Scotland grant towards the cost of building the offices, which arrived before the end of 1981.

Note 5: The K1,000 in the Depreciation Fund for the purchase of new office equipment is deposited in the TEEZ Savings Account.

Referat Theologische Ausbildung

Gossner Mission
Herrn Pfarrer Erhard Mische
Handjerystr. 19-20

1000 Berlin 41

-241

30.08.82

T 157/1/82 -/UP

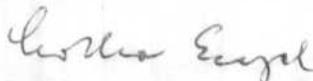
Sehr geehrter Herr Mische,

Es freut mich sehr, Ihnen heute mitteilen zu können, daß Ihr Antrag vom 22.06.82 auf Bewilligung eines einmaligen Zuschusses* für das Bauprojekt von "Theological Education by Extension in Zambia" genehmigt worden ist. Die in zwei Exemplaren beiliegende Vereinbarung hinsichtlich der Abwicklung des Projekts bitte ich an den Empfänger weiterzuleiten. Sobald wir eine unterschriebene Kopie der Vereinbarung samt Angabe einer Bankverbindung erhalten haben, kann die Auszahlung erfolgen.

Ich möchte noch folgende Bitte aussprechen: Die Fachgruppe Theologische Ausbildung des Ausschusses Ökumenisch-Missionarischer Weltdienst ist sehr daran interessiert, Unterrichtsmaterialien aus TEE-Programmen in verschiedenen Ländern kennenzulernen. Vielleicht liegen Ihnen solche Materialien in englischer Sprache vom TEEZ-Programm bereits vor und Sie könnten uns Fotokopien davon überlassen. Sonst würde ich Sie hiermit gern bitten zu veranlassen, daß uns einige Exemplare (unsere Gruppe hat 7 Mitglieder, aber wenn es Schwierigkeiten machen sollte, das Material in so vielen Exemplaren zur Verfügung zu stellen, wären wir auch mit einer geringeren Anzahl zufrieden) bis Anfang November zugeschickt werden.

Ich freue mich darauf, Sie in Kürze bei unserem Seminar in Bossey zu sehen, und bin bis dahin mit freundlichen Grüßen

Ihr



Dr. Lothar Engel

* in Höhe von DM 12.000

Anlagen

EVANGELISCHES MISSIONSWERK

im Bereich der Bundesrepublik Deutschland und Berlin West e.V.

PROTESTANT ASSOCIATION FOR WORLD MISSION

ÖKUMENISCH-MISSIONARISCHER WELTDIENST

Department for Ecumenical Mission and Service

Referat Theologische Ausbildung

Evangelisches Missionswerk · Mittelweg 143, D-2000 Hamburg 13

Gossner Mission
Herrn Pfarrer Erhard Mische
Handjerystr. 19-20

1000 Berlin 41

Durchwahl: 040/4158 -237
Extension:

Hamburg, 31.01.1983

T 157-1-82/UP

Sehr geehrter Herr Mische,

Bei Durchsicht unserer Unterlagen stellen wir fest, daß wir bisher ohne Antwort auf unser Schreiben vom 30.08.82 das Bauprojekt des TEE Programms in Sambia betreffend sind. Wir wären Ihnen dankbar, wenn Sie uns möglichst bald über den Stand der Angelegenheit unterrichten würden.

(Eine Fotokopie unseres o.a. Schreibens legen wir bei).

Mit freundlichen Grüßen

U. Pelkmann

Uta Pelkmann
Sachbearbeiterin

o3o/851o24
XXXXXXXXXXXXXXXXXXXX

The Rev. C.J. King
TEEZ
P.O. Box 23o54
Kitwe / ZAMBIA

December 23, 1982

Dear Cecil,

First of all I want to send to you and your new colleague our best greetings and wishes for the New Year. May it become a good year for your work that more and more congregations take the opportunity of TEEZ training courses for their spiritual growth and their better understanding of the biblical message and their own christian life and service.

Now let me bring to your attention two points which we have discussed already briefly during our meeting at the headquarter of the UCZ, Lusaka, in August. We are glad to have been able to employ as successor of Rev. Klaus Jahn Rev. Jan van Vliet and his wife Rev. Waltraut Stroh-van Vliet. Both are theologians and much interested to work closely together with your office to promote TEEZ in the Southern Province. They will live with their one year old daughter in Gwembe South and will be affiliated to the Gwembe South Development Project.

I would appreciate it very much if both are accepted by you and become involved in the tutoring service to the local congregations in Gwembe District and may be the Southern Province.

In order to offer them "in-the-country" orientation I would kindly ask you to accept them for some weeks in Mindolo right after their arrival in Zambia on the 11th of March 1983. Would it be possible to arrange accomodation for them? Expenditures will be paid by them or Gossner Mission.

The other point refers to the visit of the group of German pastors in May 1983. This group will stay in Zambia from the 2nd of May to the 26th of May. We are planning to visit Mindolo on the 23rd of May for 3 days in order to acquaint them with TEEZ. I would be very thankful to you if this group will be welcomed by you. It consists of 3 women and 7 men, me included. If it is possible, please, inform Mrs. Sietske Krisifoe, Lusaka, our liaison officer and who is coordinating the itinerary of the group. It would be very helpful if meetings with congregations of the mine-townships can be arranged.

Did you succeed in getting the contribution for the new office building from Hamburg?

Hoping to see you again in May I remain
in Christ

faithfully yours,

Erhard Mische

TheMische, Rev.

The Revd. C. J. King
TEEZ
P.O. Box 23054
Kitwe
Zambia

Dear Cecil,

thank you very much for your letter of September 28th, 1982. It is good news to hear that the replacement of David Curtis by Revd. M. Mubita is going to be realized. Is he the American theologian coming from Botswana? In order to get it off the ground by building a staff-house which has been planned originally I would like to channel our contribution.

From the EMW we have received an approval of our application. The EMW is the Protestant Association for World Mission of which Gossner Mission is a member-organisation. It has mailed us already an Agreement which I want to forward to you. Please sign it and send it back to the following address:

Dr. Lothar Engel
Evangelisches Missionswerk
Mittelweg 143
2000 Hamburg 13
West-Germany

You may keep one copy for your files.

And the EMW wants to know your Bank Account. After you have signed the Agreement you ^{can} expect the transfer of the money.

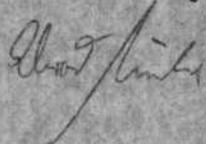
Dr. Engel is informed that the money goes to the Building Fund of TEEZ for the new staff house. He has agreed upon the use of the money for that particular purpose as part of the office setting. Therefore you don't need to mention that the office building is already completed.

Our Board of Directors has appointed Rev. Jan van Vliet and Rev. Mrs. Strho-van Vliet to the Gossner Service Team as successor of Rev. K. Jähn. Both will probably arrive in Zambia somewhat in March. You may remember that we have talked about them when we met at the UCZ - headquarter. Both are interested to cooperate with TEEZ in the Southern Province. And we would like to offer them an additional in the country training before they move to the Gwembe South Region. We would indeed appreciate very much if they are accepted to receive some training from your office in Mindolo.

As soon as we know their date of departure from Germany you will get informed.

With best greetings

Yours sincerely



A G R E E M E N T

(Project No. T 157/1/82)

The Protestant Association for World Mission (EMW) and

Theological Education by Extension in Zambia

herewith enter into the following agreement concerning the use of the grant

of DM 12.000 towards the erection of an office building.

1. The grant shall only be used for the purpose(s) as agreed upon.
2. Funds shall be transferred upon receipt of a written request in which the account number and bank address to which the grant should be transferred are indicated.
3. The request for payment shall be signed by the person(s) authorized to act as legal representative(s) of the recipient of the grant.
4. Grants covering a period of several years shall generally be remitted in annual instalments.
5. Receipt of each payment shall be acknowledged immediately, stating the amount received in local currency or whichever other currency applies.
6. A report on the activity for which the grant was approved or annual programme reports shall be submitted to the EMW.

It is not necessary to prepare special reports if copies of reports in English, French or Spanish which have been drawn up for other purposes can be sent to the EMW.

7. a) In addition to the programme report, the recipient of the grant shall also provide a financial statement. This may be either
 - a financial statement for the EMW on the use of the above-mentioned grant, or
 - a copy of an annual financial statement on activities as a whole which includes details of the use of the grant.
- b) Financial statements shall be submitted to the EMW as soon as possible; in the case of annual statements these shall be submitted within the first few months of the year following that for which the grant was received. The statements shall be signed by the person(s) authorized to act as legal representative(s) of the recipient of the grant.

c) If the grant exceeds DM 75,000.- or the equivalent per year, financial statements shall be either

- approved by the finance committee of the recipient church/synod/institution, or

- certified by a professional auditor.

d) Should any exceptional situation prevent the application of the above-mentioned procedures, these may be modified upon mutual agreement by the two parties.

8. Should it prove impossible to implement the programme or a part thereof as planned, the recipient shall notify the EMW and make suggestions for re-allocation of the grant.

9. Additional or alternative agreements:

For the Protestant Association
for World Mission:

For the recipient of the grant:

Date: August 30, 1982

Date:

Name: Dr. Wilhelm Wille

Name:

Position: Secretary, Committee for
Ecumenical Mission and
Service

Position:

Signature:

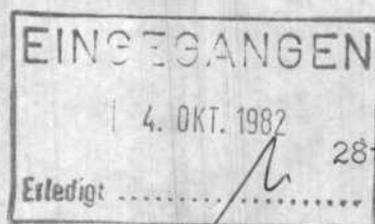
Wille

Signature:

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

(under the direction of the United Church of Zambia)

P.O. Box ~~3026~~ 23054
~~Parklands~~
Kitwe
Zambia



28th September, 1982.

The Revd. E. Mische,
1 Berlin 41 (Friedeman)
Handjerystrasse 19 - 20,
West Berlin,
WEST GERMANY, Europe.

Dear Reverend Mische,

I have today met with the Gossner Mission ~~the~~ representative in Lusaka who ~~has~~ has told me that you have DM12,000 for the TEEZ Building Fund. She has asked me to write to you immediately about whether or not TEEZ wishes to receive this money and what TEEZ would use this money for.

TEEZ has been informed by the United Church of Zambia that the Reverend Mafelele Mubita, the Zambian UCZ minister designated to join the full-time staff of the TEEZ Project, will be able to join the TEEZ staff only when TEEZ can provide him with a house to live in in Kitwe. Therefore, during 1983, the TEEZ Project will have to build a house next to the TEEZ Office in Mindolo, Kitwe, and the TEEZ Project will be appealing for funds from overseas donors during November and December, 1982, to pay for the building of this house.

If the TEEZ Project is able to receive the DM12,000 from the Gossner Mission during October, 1982, this money will be added to the TEEZ Building Fund on deposit in the bank, to be used for building a TEEZ Staff House during 1983, when we receive funds from other donors.

We expect to send to the Gossner Mission and other overseas donors at the end of October, 1982, reports on TEEZ activities during 1981 and 1982, financial accounts for 1981 and the first nine months of 1982 and proposed Budgets for 1983 and 1984, together with requests for funds for 1983 and 1984.

It is now clear that the full-time staff of the TEEZ Project can be Zambianised only if housing is built for the Zambians who will be working for the TEEZ Project. The possible gift of DM 12,000 from the Gossner Mission would therefore be an important contribution towards our goal of having the TEEZ Project run entirely by Zambians.

Yours sincerely,

C. J. King

The Revd. C. J. King
TEEZ Programme Organiser.

Mrs. Sietzke Krisifoe
Liaison Officer
P.O. Box RW 50162
Lusaka / Z a m b i a
A F R I C A

September 13, 1982

Dear Sietzke,

please establish contact with Rev. King, TEEZ, Kitwe. We will get DM 12.000,-- from the EMW in Hamburg for the construction of the office-Building. Rev. King has informed us that in the meantime this buidling has been provided with enough money out of other funds.

Please ask him if it is possible for him to take this money for his 1983 budget but send us the proof that he made use of the money for the construction? We need his answer untill the beginning of October 1982.

If he does not require the money we have to return the amount to the EMW and that will be a pity!

You must not press upon him to make use of this money but nevertheless one should not refuse money which is already approved.

Shalom

Erhard

(departed after dictation)

Montag

Liebe S. *siehe*

Setz Dich mit Rev. King TEEZ, Kitwe, in Verbindung. Wir haben die Zusage erhalten über 10.000 für den Bau des Gebäudes des Büros. King hat uns mitgeteilt daß dieses Büro schon aus anderen Mitteln schon voll finazn ist.

Bitee frag ihn, ob er die 12.000 nicht für den Haushalt 1983 verwenden kann uns aber einen Verwendungsnachweis für den Bau des Hauses zukommen läßt. wir brauchen bald bis Anfang Okt. eine Anchrift.

Sollte das Geld nicht benötigt werden, müssen wir es nach Hamburg an EMW zurückgeben und das wäre zu schade.

du braucht Rev. King das Geld nicht aufzuschwatzen aber trotzdem sollte man einmal genehmigte Gelder nicht wieder zurückgehen lassen.

EVANGELISCHES MISSIONSWERK

im Bereich der Bundesrepublik Deutschland und Berlin West e.V.

PROTESTANT ASSOCIATION FOR WORLD MISSION

ÖKUMENISCH-MISSIONARISCHER WELTDIENST

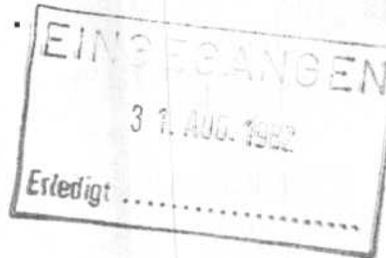
Department for Ecumenical Mission and Service

Referat Theologische Ausbildung

Evangelisches Missionswerk · Mittelweg 143, D-2000 Hamburg 13

Gossner Mission
Herrn Pfarrer Erhard Mische
Handjerystr. 19-20

1000 Berlin 41



Durchwahl: 040/4158 -241
Extension:

Hamburg, 30.08.82

T 157/1/82 -/UP

Sehr geehrter Herr Mische,

Es freut mich sehr, Ihnen heute mitteilen zu können, daß Ihr Antrag vom 22.06.82 auf Bewilligung eines einmaligen Zuschusses* für das Bauprojekt von "Theological Education by Extension in Zambia" genehmigt worden ist. Die in zwei Exemplaren beiliegende Vereinbarung hinsichtlich der Abwicklung des Projekts bitte ich an den Empfänger weiterzuleiten. Sobald wir eine unterschriebene Kopie der Vereinbarung samt Angabe einer Bankverbindung erhalten haben, kann die Auszahlung erfolgen.

Ich möchte noch folgende Bitte aussprechen: Die Fachgruppe Theologische Ausbildung des Ausschusses Ökumenisch-Missionarischer Weltdienst ist sehr daran interessiert, Unterrichtsmaterialien aus TEE-Programmen in verschiedenen Ländern kennenzulernen. Vielleicht liegen Ihnen solche Materialien in englischer Sprache vom TEEZ-Programm bereits vor und Sie könnten uns Fotokopien davon überlassen. Sonst würde ich Sie hiermit gern bitten zu veranlassen, daß uns einige Exemplare (unsere Gruppe hat 7 Mitglieder, aber wenn es Schwierigkeiten machen sollte, das Material in so vielen Exemplaren zur Verfügung zu stellen, wären wir auch mit einer geringeren Anzahl zufrieden) bis Anfang November zugeschickt werden.

Ich freue mich darauf, Sie in Kürze bei unserem Seminar in Bossey zu sehen, und bin bis dahin mit freundlichen Grüßen

Ihr

Dr. Lothar Engel

* in Höhe von DM 12.000

Anlagen

Evangelisches Missionswerk
Herrn Dr. Lothar Engel
Mittelweg 143
2000 Hamburg 13

----- 851021

Berlin, den 22.6.1982

Sehr geehrter Herr Dr. Engel!

Bezugnehmend auf unser Telefongespräch möchte ich hiermit den Antrag auf einen einmaligen Zuschuß in Höhe von

DM 12.000,--

für das "Theological Education by Extension of Zambia" (TEEZ) stellen.

Diese Summe ist ein Beitrag zur Errichtung eines Bürogebäudes auf dem Compound in Mindolo, Kitwe. Dadurch können die laufenden Kosten für das TEEZ-Programm drastisch reduziert werden, da die Miete für das derzeitige Gebäude sehr hoch ist.

Die Gossner Mission hatte Herrn Pfarrer Curtis eine entsprechende Unterstützung in Aussicht gestellt. Zwischenzeitlich hat sich jedoch herausgestellt, daß eine finanzielle Hilfe seitens eines Dortmunder Kirchenkreises nicht mehr möglich ist, wie wir zunächst angenommen hatten.

Ich wäre nun sehr dankbar, wenn aus der ÖMW-Projektliste 1982 der beantragte Betrag bewilligt werden kann.

Die Gossner Mission unterstützt das TEEZ-Programm sehr. Neben einigen finanziellen Leistungen hat der Theologe der Gossner Mission im Gwembe South Development Project als Tutor in der Süd-Provinz mitgearbeitet. Diese Zusammenarbeit soll auch in Zukunft fortgesetzt werden.

Die Vereinigte Kirche von Zambia, eine der Trägerkirchen des Programms, hat die Gossner Mission darüber hinaus gebeten, für Rev. Curtis, der Zambia in diesem Jahr verlassen wird, einen Ersatz zu finden, weil es mit dem im Brief von Curtis erwähnten Theologen nicht zu klappen scheint.

Einige befreundete Landeskirchen der Gossner Mission haben auch schon ihre Bereitschaft bekundet, zum Gehalt dieses Theologen beizutragen. Vielleicht können Sie mir behilflich sein, jemanden zu finden, der neben der theologischen Qualifikation auch pädagogische Fähigkeiten hat. Für diese zusätzliche Aufgabe werden wir allerdings keinen Zuschuß erbitten.

In der Anlage füge ich eine Kopie eines Faliblattes über TEEZ, eine Kopie eines Schreibens von Rev. Curtis an mich und eine Kopie eines Berichts über die ersten 18 Monate des Programms bei.

Anfang Juli fliege ich wieder nach Zambia. Dann werde ich sicherlich mehr über die gegenwärtige Situation von TEEZ erfahren, vor allem über den exakten Finanzbedarf für dieses Jahr. Nach meiner Rückkehr werde ich mich bei Ihnen melden.

Zum Schluß möchte ich noch zu einer anderen Sache kommen: An dem Ökumenischen Seminar vom 13.-19.9.1982 in Bossey möchte ich gern teilnehmen.

Mit freundlichen Grüßen
Ihr

Erhard Mische, Pfr.

Anl.: soo.



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

Rev. Erhard Mische
Gossner Mission
1 Berlin 41
Handjerystrasse 19/20

15th December 1981

Dear Erhard Mische,

Thank you so much for your letter of November 12th, and for your cheque in the sum of DM2,059 for the work of our Project. I'm glad that you feel that Gossner Mission is able to help fund the new TEEZ office building and house for the co-ordinator. With your backing we feel confident that other donors whom we have approached will also support us.

Because I am supervising the building work myself, I have already started work on the site, and by using some budget savings for 1981 we have been able to buy bricks and start to dig trenches. As you may remember, I am leaving Zambia in May 1982, and the Project Committee want the new building work to be finished before I leave. This means that I have about five months in which to complete it all. Provided all goes well, I think I can do this.

Cecil King, our Programme Organiser will be taking over the financial side of the TEEZ Project from me when I leave. We are hoping to obtain the services of a Zambian UCZ minister (part-time initially) and also an expatriate who has been doing TEE work in Botswana. This will mean that the Project will continue and grow after I leave and this encourages me to think that this Project will become more and more part of the training strategy of the churches here.

We do fully understand your position vis-a-vis future financial support. We hope ourselves that, with our own buildings and an increasing student enrolment, TEEZ will be able to be more and more self-financing.

Thanking you once again for the grant, and for your good wishes. We have so far had no further such violent incidents as we had in May.

Yours sincerely,

(Revd) D.P.C. Curtis
TEEZ Project Co-ordinator.

THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA

Provisionally Approved Budget for 1982.

EXPENDITURE

Item One: Personnel

	Zambian Kwacha
Co-ordinator : January-June: Rev.D.Curtis part-time:	
20% Salary and Housing	1,000
Transport and Programme Costs	300
Jan.-December: Zambia U.C.Z. minister seconded from the United Church of Zambia part-time: 20% Salary and Housing	480
Transport and Programme Costs	600
Programme Organiser : Mr.C.King full time: Salary	2,760
Transport and Programme Costs	1,200
Clerical Assistant : Mrs.E.Mwelwa full-time: Salary, Travel & ZNPF	1,500

Item Two: Office Accomodation and Meetings

Rent for Offices and Programme Organiser's Flat	3,600
Electricity and Water for Offices/Programme Organiser's Flat	300
Purchase of stationery and new office equipment	300
Depreciation on existing office equipment	700
Storage Charges to United Church Publications for paper	150
Transport costs of members of the TEEZ Project Committee	500

Item Three: Tutor Training and Course Production

Training Courses for Local Tutors	1,500
Production of Course Handbooks and Workbooks	2,500

Item Four: Contingency Fund (5% of above expenditure)

880

INCOME

TOTAL PROJECTED EXPENDITURE

K18,270
=====

From United Church of Zambia and Methodist Missionary Society (for salaries, housing, transport and programme costs of Co-ordinators)	2,380
From Zambia Anglican Council (for transport and programme costs of Programme Organiser)	1,200
From United Society for the Propagation of the Gospel (for salary of Programme Organiser)	2,760
From Course Fees paid by students of TEEZ (Course Production Costs)	2,500
To be raised from other donor agencies	9,430

TOTAL PROJECTED INCOME

K18,270
=====

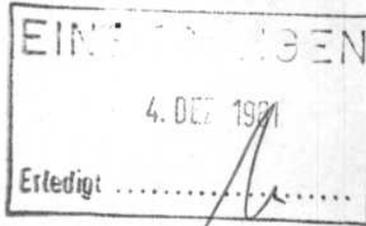
Provisionally approved by the T.E.E.Z. Project Committee : 4th December, 1980,
subject to the approval of the participating churches and the raising of
sufficient income from other donor agencies.

TEEZ

SUPERINTENDENTUR DES KIRCHENKREISES DORTMUND-MITTE
Sup.Dr.v.Stieglitz

Herrn Pfarrer
Erhard Mische
Gossner Mission
Handjerystr. 19-20

1000 Berlin 41



Jägerstraße 5
4600 Dortmund 1, den 3.12.1981
Telefon (0231) 8494-256

Aktenzeichen:

Lieber Bruder Mische,

vielen Dank für Ihren Brief vom 12.11.1981, TEEZ betreffend.

Ich will die Sache gern unterstützen, es wäre aber sinn- und aus-
sichtsreicher, wenn Sie die Bitte unmittelbar an den Ausschuß
richten könnten.

Ich schlage vor, zu adressieren an:

Herrn Pfarrer
Albert Ickler
Am Stadion 5
4630 Bochum 1

Durchschlag bitte an Herrn Landeskirchenrat Kurt Fiedler,
Landeskirchenamt, Altstädter Kirchplatz 5, 4800 Bielefeld 1,
schicken.

Mit herzlichem Gruß

Ihr

Handwritten signature

An 17.12.81 Telephonat

Wünscht Rückmeldung

GOSSNER MISSION
Handjerystr. 20

1000 Berlin 41, d. 25.11.1981

Mr. David Curtis
TEEZ
P.O. Box 23054
Kitwe - Zambia

Dear David!

Our letters have crossed each other. Thank you very much for yours of Nov. 6, 1981, which arrived here on Nov. 19, 1981, and the information about the newest development of the TEEZ-structure and planning. It will help us to convince our possible supporters better. As being mentioned in my last letter already we are trying to raise the money requested for the 1982 budget. I am fairly confident that we are able to fulfill your request.

Unfortunately there was no chance for me to meet with the President and the General Secretary of the UCZ in July although certain arrangements have been made in advance. I hope that there is some time to talk with them in January when I am planning to visit Zambia again.

Merry Christmas and best wishes for the new year,

in the name of Christ,
Shalom

Erhard Mische
Erhard Mische, Rvd.

Gossher

MISSION



**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

The Rev. Erhard Mische
Gossner Mission
1 Berlin 41 (Friedenau)
Handjerystrasse 19-20
BERLIN WEST 520 50-100
WEST GERMANY

6th November 1981

EINGETRAGEN
19. NOV. 1981
Erledigt

Dear Erhard,

Following my letter to you of 17th June, and our conversation during your brief visit to Kitwe, I am now writing to ask whether you have been able to put our request for funds for TEEZ for 1982 before any of the Presbyteries or congregations as you have done in the past.

If I remember correctly, you said that you would have time in Lusaka, before you left Zambia, to talk with the UCZ President and General Secretary to test their commitment to the TEEZ Project, before making a decision. I wonder if /have you were able to/that conversation?

The situation here is that the Project Committee have given the go-ahead to commencing work on building the offices only in 1982, and not the house behind the offices. The UCZ is now appointing a young Zambian minister part-time to the project, and the UCBWM of USA, which is one of the partners of the UCZ, has indicated that it is considering the appointment of Rev. Dr. R. Sales to TEEZ on a full-time basis. Dr. Sales has been working in a TEE programme in Botswana for some years.

The Project Committee will consider a revised budget for 1982 at its December meeting, taking account of the expectation that we shall not have to pay office rent after the middle of next year, but we would be greatly helped by an expression of your position at this point, to help in making this revised budget.

In concrete terms, we are now requesting Gossner for K4000 for a contribution towards the capital cost of building, and K2,500 for recurrent expenditure. Are you able to help us to this extent?

Looking forward to hearing from you.

Yours sincerely,

David

(Revd) D.P.C. Curtis
Co-ordinator TEEZ Project

cc Rev. Klaus J. Jahn
Gossner Service Team
P.O. Box 4, Sinanzeze, Zambia

, den 12.11.1981

Herrn Sup.
Dr. Kl. v. Stieglitz
Jägerstr. 5

4600 Dortmund 1

Lieber Bruder von Stieglitz!

Unsere beiden zambischen Gäste sind wieder wohlbehalten in Zambia eingetroffen. Die Zeit mit ihnen war zwar anstrengend, aber auch sehr eindrucksvoll und aufschlußreich, und wir haben viel über Zambia, Afrika und die Menschen dort gelernt. Hoffentlich ist auch unser Aufenthalt in Dortmund in den Gemeinden immer noch in bester Erinnerung.

Vielleicht erinnern Sie sich, daß ich Sie während der letzten Kuratoriumssitzung in Stapelage kurz darauf angesprochen habe, ob wir noch einmal Dortmund um eine finanzielle Unterstützung für das TEEZ-Programm bitten können. Sie machten mir damals Mut. So möchte ich mit diesem Schreiben darauf zurückkommen und einen entsprechenden Antrag stellen.

Zum besseren Verständnis füge ich eine Kopie des Schreibens von Rev. Curtis an mich zusammen mit einigen zusätzlichen Informationen bei. Rev. Curtis ist "acting principal" des Theologischen College in Mindolo und mit Rev. King verantwortlich für das TEEZ-Programm. Während meiner Zambia-Reise im Juli habe ich beide in Kitwe-Mindolo aufgesucht, und wir haben ausführlich über die Zukunft von TEEZ gesprochen und vor allem über die finanziellen Perspektiven. Dabei habe ich sehr deutlich zum Ausdruck gebracht, daß die Gossner Mission nicht ständig zum laufenden Haushalt von TEEZ einen bestimmten Betrag überweisen kann und will, aber bereit ist, mitzuhelfen, daß die Anfangsschwierigkeiten überwunden werden können. Beide haben mir auch versichert, daß sie in Zukunft die Gossner Mission nicht mehr um Zuschüsse bitten werden, weil auch nach ihrer Überzeugung, TEEZ unbedingt auf eigenen Füßen stehen muß. Wir können natürlich nur hoffen, daß diese gute Absicht verwirklicht werden kann.

Nun geht es bei diesem Antrag um die Mitfinanzierung eines Hauses, in dem TEEZ untergebracht werden soll. Auf diese Weise möchte man die Mietkosten einsparen, die pro Jahr z.Z. sehr hoch liegen und den Gesamthaushalt von TEEZ erheblich belasten. Darum halte ich diese Maßnahme auch für sinnvoll, und ich möchte Dortmund noch einmal bitten, einen Betrag für diesen Zweck zu bewilligen. Die Gesamtsumme, die von uns erbeten wird, macht nach dem derzeitigen Umrechnungskurs ca. DM 25.000,-- bis DM 27.000,-- aus. Ich wäre Ihnen sehr dankbar, wenn Sie unseren Antrag an Ihren Verteilungsausschuß weiterleiten und auch kräftig unterstützen können. Auch wenn vielleicht nicht der ganze Betrag beschlossen wird, würde jede Summe zweifellos eine große Hilfe sein.

Bei meinem Besuch in Mindolo hatte mich sehr beeindruckt, was beide Kollegen innerhalb kurzer Zeit erreicht und geleistet haben, so daß TEEZ heute schon für die Gemeinden in den verschiedenen Provinzen eine wichtige Rolle spielt. Klaus Jähn hat mir kürzlich geschrieben, daß er sich stärker als bisher als Tutor in der Südpfanzengemeinde engagieren werde. So arbeiten wir auch von der inhaltlichen Seite mit. Die in dem Brief von Rev. Curtis erwähnten DM 10.000,-- sind die Dortmunder Spende gewesen.

Mit herzlichen Grüßen
auch von den Kollegen
Ihr

Erhard Mische

TEEZ
Mr. David Curtis
P.O. Box 23054
Kitwe
Zambia

November 12, 1981

Dear David,

After some hectic weeks of travelling in West-Germany I am back in my office in Berlin and would like to answer your letter of June 17, 1981.

But first I want to express to you my warmest thanks for the wonderful time at Mindolo we have spent together and which allowed us to understand better the actual work and planning of TEEZ. We are still very much in favour of the Project hoping that it will contribute substantially to the training of the leadership in the average congregations. I am sure that you are on the best way to reach the target soon.

Referring to your request of K 10.000,-- which is to finance the building of a new office in connection with an apartment for one officer I understand the idea behind that plan well that you want to cut the annual recurrences of TEEZ drastically. We have discussed your request here and have come to the conclusion that TEEZ indeed will become more independent by owning its own house. I want to assure you that we are going to prepare to raise that money among our friends and supporters. Gossner Mission however will not be in the position to take that money out of its own pocket. I hope that in February next year you can expect a definite answer from our side. But it should be clear, that Gossner Mission is not able to send money permanently. Enclosed you will find a cheque over DM 2.059,-- which several congregations have spent for TEEZ.

I hope that you have recovered from the shock caused by the bullet which was shot through the window. It was not only for you but for us a shock too that those things happen all of the sudden. May the full security have returned to the Campus again.

With best regards to your family, Cecil and Whitney,

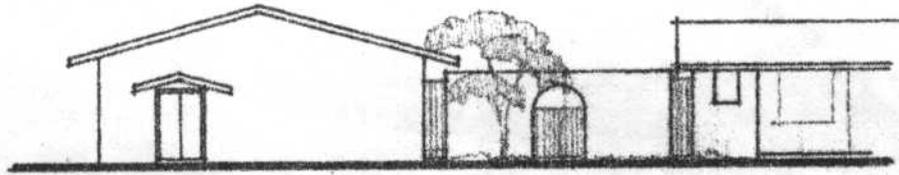
God may bless you and your work

In the name of Christ
yours,

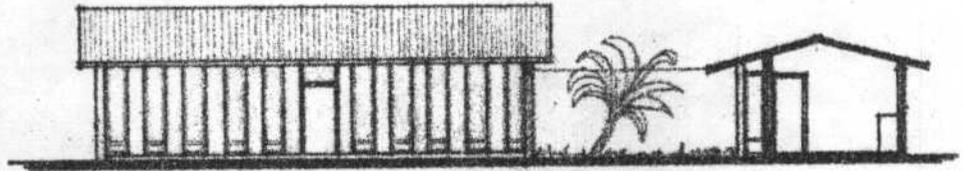
Erhard Mische

encl.: one cheque over DM 2.059,--

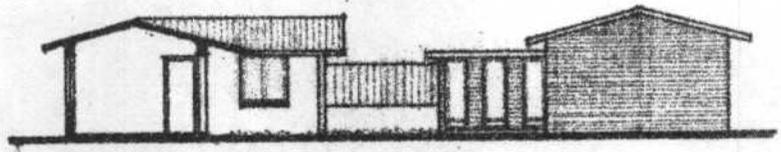
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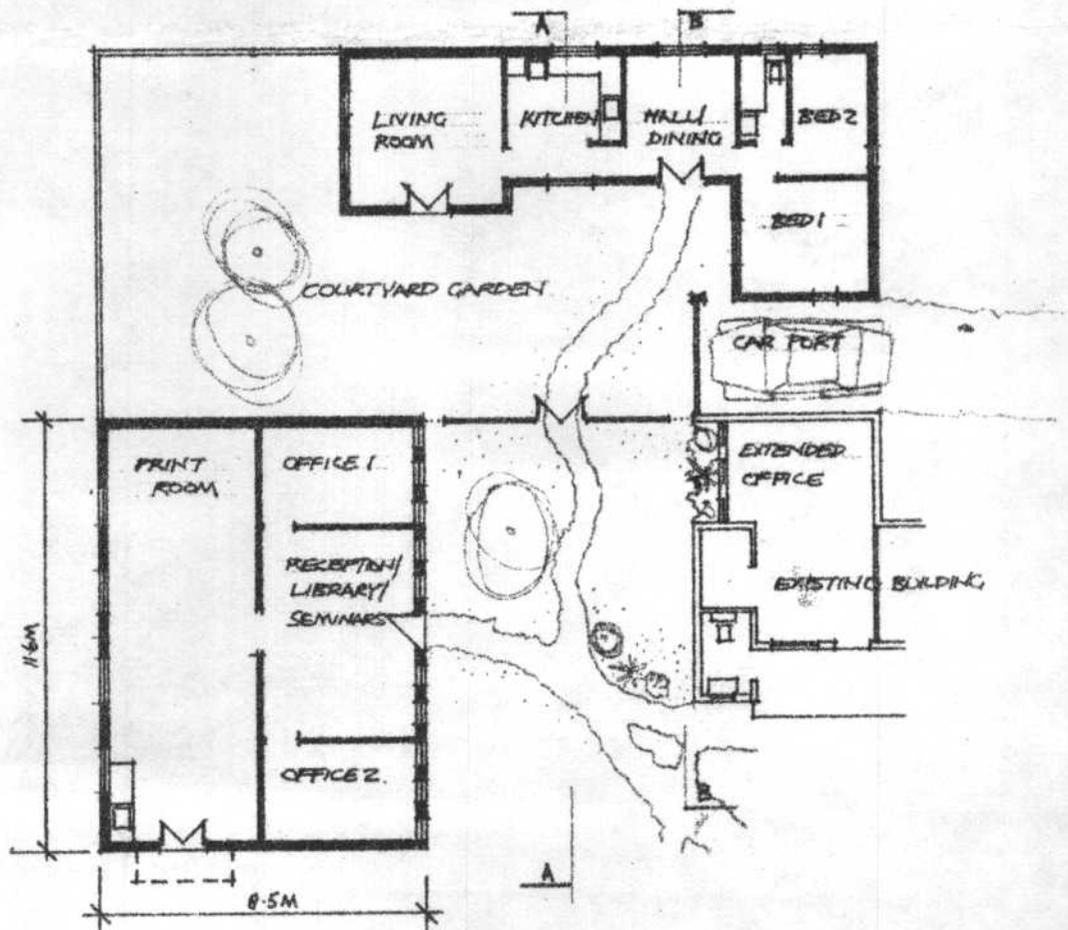
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SCALE - 1:200



PLAN

PROPOSED OFFICES AND STAFF HOUSE
FOR THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

THE FIRST EIGHTEEN MONTHS

A report on the T.E.E.Z. Project : January, 1980, to June, 1981.

The aims of the Project

Theological Education by Extension in Zambia (TEEZ) is a joint project of the United Church of Zambia, the three Anglican dioceses in Zambia and a fellowship of the Churches of Christ in Zambia to provide training to the leadership, both ordained and lay, of those churches in their various ministries.

The aim of the Project is to provide training courses which increase the students' knowledge of their Christian faith and of the Bible and which also involve the students in some practical assignments of service, witness and ministry, where they can use and apply their increased knowledge.

TEEZ offers courses on two levels - Level One, using study materials in simple English or in Zambian languages, for lay leaders with little or no previous theological training, and Level Two, using study materials in English which presuppose previous academic education, for leaders who have already done some theological studies.

On both levels TEEZ courses involve students in private study of self-teaching programmed learning texts and in regular group meetings with a trained TEEZ Local Tutor to work out the practical implications of what is being studied in the texts.

The Project Committee

The Project is controlled by a Project Committee on which each of the three fully participating churches has three representatives and one vote. This Project Committee met three times during 1980 (February, August and December) to make decisions on policy, programme, budgeting and staffing for the Project. Observers from the Roman Catholic Diocese of Ndola and from the Presbyterian Church in Zambia have also attended Project Committee meetings. The churches' usual representatives have been:

Anglican Church: Bishop Joseph Mabula
The Revd. Michael Bullock
The Revd. Jonathan Dimas
Churches of Christ: Mr. Joseph Hamugande
Miss Hazel Sedange
Mr. Chester Woodhall
United Church of Zambia: Mr. Isaac Banda
The Revd. Samson Kapongo
The Revd. Alexander Slorach

The Project Staff

The part-time Co-ordinator of the Project since its inception has been the Revd. David Curtis of the United Church of Zambia, a missionary of the British Methodist Missionary Society in Zambia since 1971. He has been responsible for the planning and supervision of the whole project and, in particular, does the fund-raising and bookkeeping for the project.

Since November, 1980, Mrs. Mary E. Scoffield, an accountant from the United Church of Canada, has assisted the Project on a part-time, voluntary basis, and it is she who prepared the TEEZ Balance Sheet for the period January 1st to December 31st, 1980.

In the middle of May, 1980, the Zambia Anglican Council seconded to the TEEZ Project Mr. Cecil J. King, a missionary of the British United Society for the Propagation of the Gospel, who was previously the Curriculum Development Officer for Religious Education in Zambia's Ministry of Education and who has worked in Zambia since 1969. Mr. King became the full-time Programme Organiser of the TEEZ Project, responsible for course development, the training of Local Tutors and the overall supervision of the Project's study programmes.

Mrs. Emeldah C. Mwelwa joined the Project as a full-time member of staff in August, 1980; she is a Zambian and is in charge of the production of the duplicated study materials and the distribution of study material to TEEZ groups and students around the country. Mrs. Mwelwa also does some translation of TEEZ courses into Cibemba.

The Project Offices

Until June, 1980, the Project operated from the homes of the Co-ordinator and the Programme Organiser. However, since June, 1980, the Project has rented five rooms at Scripture Union House near the city centre of Kitwe. These rooms provide accommodation for the Programme Organiser and an office and printroom for the Project. For storage of its stock of duplicating paper, the Project rents space in the warehouse of United Church Publications in Kitwe.

Since rent payment is the major single item of recurrent expenditure in TEEZ's Budget (22% of the 1980 Expenditure), the Project Committee in December, 1980, resolved that TEEZ should look into the possibility of building its own accommodation and offices, in order to reduce the long-term dependence of the Project on overseas aid. During 1981, TEEZ is actively looking into this possibility; land has been found, and architect's plans have been drawn.

Funding the Project

The salaries of the part-time Co-ordinator and the full-time Programme Organiser are provided by their missionary societies, but all the other money for the Project is raised by the Co-ordinator locally in Zambia or overseas.

The Society for the Propagation of Christian Knowledge (SPCK), a British Anglican society, donated to the Project sixteen bales of duplicating paper. This has considerably reduced the cost of producing study material for TEEZ courses and is a sufficient stock of paper to meet the foreseeable needs of the Project.

Funding the Project (continued)

The other major overseas donors have been:

United Society for Christian Literature (U.K.)	K5625
The Revd. M. Galusha (United Presbyterian: U.S.A.)	K1852
The Gossner Mission (F.D.R.)	K3928
United Church of Canada	K1709
Church of Scotland	K1500

The United Church of Canada has also provided the Project with R4000 in South Africa for the purchase of study materials from the Theological Education by Extension College (Southern Africa) in Johannesburg.

The major local income of the Project has been the fees paid by students taking TEEZ courses, which, up to 30th April, 1981, totalled K1285. Local churches have contributed during the same period as follows:

United Church of Zambia	K800
Churches of Christ	K600
Zambia Anglican Council	K515
Roman Catholic (Mpika Parish)	K100
Other gifts	K227

In the long term it is hoped that the course fees paid by TEEZ students will cover most of the running expenses of the Project, but major capital assistance has been needed to start the Project.

Provision of Courses

The Project has started by using courses prepared by the TEE College (Southern Africa) in Johannesburg and courses prepared by the TEXT-AFRICA Project of the Association of Evangelicals in Africa and Madagascar. These courses are adapted and edited by TEEZ for use in Zambia.

The only TEEZ course to be entirely locally produced is "Yesu ni Mfumu", a course in Cibemba on the Four Gospels, written by the Revd. J.P. Belin, who was for many years a Roman Catholic missionary in Northern Zambia.

At Level One, TEEZ now offers five courses in Cibemba, three courses in Citonga and four courses in English. Further Level One courses are being prepared in English, Cibemba, Citonga, Cinyanja and Silozi.

At Level Two, TEEZ now offers three courses and plans to offer a wider range of courses in future.

The Students

During this first eighteen months, TEEZ has enrolled 188 students in 21 Local Study Groups. 172 of these students are doing Level One courses; 16 are doing Level Two courses. 34 of the Level One students have completed their courses and received Certificates of Achievement.

Denominationally, 123 of the students are United Church of Zambia members; 26 are Anglicans; 23 are Roman Catholics and 16 are Church of Christ members.

By province, 147 of the students are in the Copperbelt Province, 14 in Central Province, 14 in Lusaka Province, 10 in Northern Province, 2 in Southern Province and 1 in Eastern Province.

The Students (continued)

The most popular Level One courses are "Introduction to the Bible" in English (74 students) and "Amakalata cine lubali ya ku macalici yonse" in Cibemba (36 students). The most popular Level Two course is "General Survey of Christian Doctrine" (10 students).

The Local Tutors

The key to the TEEZ system is the Local Tutor. It is the Local Tutor who makes the courses available to church members, who invites people to take the courses and who conducts the courses. It is the Local Tutor who prevents TEEZ courses from being merely correspondence courses testing recall of words and who makes sure that TEEZ courses are relevant to the situations and experiences of the students.

Local Tutors are nominated by their churches, trained by the TEEZ staff and accredited by the TEEZ Project Committee.

Forty of the fifty accredited Local Tutors are full-time church workers. They are to use TEEZ courses in their work of training lay Christians to carry out their various ministries. So far, twenty-one Local Tutors are conducting TEEZ courses.

Anglicans are using the courses mainly for the training of Lay Readers and non-stipendiary priests. The United Church of Zambia is using them for training Lay Preachers, Elders and non-stipendiary clergy. The Churches of Christ and the Roman Catholics are using TEEZ courses to train lay leaders of congregations.

Of particular interest are the courses being run in the Mukobeko Maximum and Medium Security Prisons near Kabwe by Sister Agonia Radelmeir, O.P., who is using TEEZ Level One courses in English and Cibemba to train the prisoners who lead the Roman Catholic congregations in those prisons.

TEEZ has held four courses for the training of Local Tutors, as follows:-

- Lusaka: February, 1980 : 4½ days non-residential : 6 tutors trained.
- Ndola : February, 1980 : 4½ days residential : 18 tutors trained.
- Kitwe: October, 1980 : 1 day non-residential : 12 tutors trained.
- Kitwe: May , 1981 : 4 days residential : 14 tutors trained.

These training courses for Local Tutors aim at helping them to identify training needs in their congregations, familiarising them with the TEEZ study materials, improving their skills as group discussion leaders, acquainting them with TEEZ procedures, and enabling them to draw out from the content of TEEZ courses practical life-based and church-based assignments.

Denominationally, 23 Local Tutors are from the United Church of Zambia; 15 are Anglicans; 2 are Roman Catholics; 3 are from Churches of Christ, and the Presbyterian Church and the Reformed Church in Zambia have one each.

By province they are distributed as follows :
Copperbelt: 32; Lusaka: 5; Central: 4; Luapula: 3; Northern: 3;
Eastern, Southern and Western Provinces have one Local Tutor each.

The next eighteen months

1. Course Development

After eighteen months of discovering the potential uses of TEEZ, the churches are beginning to clarify their needs in terms of courses. The Anglican Church needs courses specifically for training its Lay Readers. The United Church of Zambia needs courses specifically for training its elders and lay preachers. More courses are needed in Zambian languages; more Local Tutors are needed in the rural areas. Courses on specific areas, like Zambian Church History and the interaction between indigenous beliefs and Christian faith are being requested.

It will be the task of the Programme Organiser during the next eighteen months to develop the courses needed and to enrol the assistance of translators and other course writers.

2. Staffing

As the number of TEEZ students and courses increases, the load of administrative work and the quantity of financial transactions are also increasing. The work of the Co-ordinator is therefore becoming more onerous and time-consuming. The Project Committee hopes that, when the present Co-ordinator leaves TEEZ in May, 1982, he will be replaced by a full-time Co-ordinator for the Project.

3. Building

During the coming twelve months, the Project Committee hopes to build a block of two offices with a printing-cum-store room for TEEZ and to build and furnish a house for the TEEZ Project Co-ordinator; the cost will be approximately ZK40,000.

If the necessary capital for this building can be raised and the buildings completed, TEEZ will have taken a major step towards financial self-sufficiency.

4. Funding

The major crisis facing the churches in Zambia today is one of leadership training. The number of church members is growing rapidly; the quantity and quality of church leaders are not growing so rapidly. TEEZ has, in its first eighteen months, shown that it has the potential to help the churches meet this crisis. Local training by TEEZ has shown itself to be more appropriate and less expensive than residential courses given by full-time trainers from outside the local context.

TEEZ will be increasingly self-reliant financially and will be helping its participating churches to become more self-reliant in their leadership resources, but, during the next eighteen months, the Project will still need funds from overseas to enable it to provide the study material and the trained Local Tutors that the Zambian churches are asking for.

The Revd. D. P. C. Curtis
TEEZ PROJECT CO-ORDINATOR

Mr. C. J. King
TEEZ PROGRAMME ORGANISER

Kitwe, Zambia:
June, 1981.



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

17th June, 1981.

The Rev. Erhard Mische,
Gossner Mission,
1 Berlin 41 (Friedenau),
Handjerystrasse 19-20,
BERLIN WEST 520 50-100,
GERMANY, Europe.

K. 250 - a month for rent

Dear Erhard,

In your letter of December 30th, 1980, in which you enclosed a cheque for Dm 10,000, you wrote that you would be visiting Zambia again in June and July this year. Since we have heard nothing further, we are wondering if you are still planning to come here at this time. However, I have decided to write to you, in case we are not able to meet.

I am going on leave to the U.K. from July 8th to September 6th this year, but Cecil King will be here at the TEEZ Office, and, if you do come to Zambia, we hope that you will contact us and arrange to visit us in Kitwe.

I am enclosing with this letter some documents on TEEZ which we hope will interest you. Our latest report on the Project, "The first eighteen months", gives the overall picture of what the Project has achieved so far.

The Gossner Mission has shown interest in TEEZ since its very beginnings in a room in my house. Now we have a flat in Kitwe which serves both as a home for our full-time Programme Organiser and as the offices for the Project.

At its meeting on June 4th, 1981, the TEEZ Project Committee resolved that TEEZ should build its own offices and a house for a full-time Co-ordinator for the Project in 1982. As I mentioned in my letter to you on 19th December, 1980, we hope, by going forward with this, to make TEEZ self-supporting financially by the end of 1982.

We fully appreciate that the Gossner Mission has generously contributed more than any other agency to TEEZ's establishment and growth, and this encouragement and support has meant a great deal to us. We realise that Gossner may feel unable to give any further support for our recurrent expenditure. However, we do still want to put before you our capital non-recurrent budget for these new buildings.

. . . 2./



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

2./

During the first half of 1982, we are hoping to raise K35,000 for the cost of constructing the buildings and K5,000 for furnishings and fittings. Perhaps you would let us know if the Gossner Mission felt able to consider a capital request for K10,000 for the construction of the buildings in 1982 as Gossner's final financial contribution to the TEEZ Project.

This will not mean a severing of the links between TEEZ and Gossner; in fact, Cecil King is at the moment planning a Local Tutors' course for the Southern Province, to which he will be inviting Gossner Service Team members and their nominees. The course will train people to use TEEZ courses in English and Tonga for training Christian leaders in the Gwembe Valley and other parts of the Southern Province. TEEZ has now published four courses in Tonga, and two others are currently in preparation.

We therefore hope that TEEZ will be working together with Gossner in the training of Christian leadership in Zambia's Southern Province, but TEEZ would undertake not to seek funds from Gossner again, on the understanding that, once TEEZ has its own buildings, the Project will be self supporting.

Hoping that our request will meet with your favourable consideration,

Yours sincerely,

The Revd. David P. C. Curtis
T.E.E.Z. Project CO-ordinator.

c.c. Gossner Service Team Liaison Office,
P.O.Box 50162, Ridgeway, Lusaka.

THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA

Local Tutors and Students Registered : June 1980 - June 1981.

This list gives the name, denomination, address and number of students registered for the fifty TEEZ Local Tutors. The following abbreviations are used to indicate denominations:

Ang : Anglican; RCa : Roman Catholic;
CoC : Churches of Christ; RCZ : Reformed Church in Zambia;
PCZ : Presbyterian Church of Zambia; UCZ : United Church of Zambia.

The following numbers are used to indicate the TEEZ courses which Local Tutors are conducting:

101: Introduction to the Bible; 361: Ethics;
102: God and His People; B101: Ukulondolola Baibele;
121: Jesus Christ and His People; B129: Yesu ni Mfumu;
241: General Survey of Christian Doctrine; B138: Amakalata cine lubali ya
ku macalici yonse;
276: Spirituality - Walking Closer with Jesus; B135: Ukupalamika abantu kuli Yesu;

Central Province

Fr. M. Bullock (Ang), Fiwila Mission, Private Bag 52XK, Kabwe.

Rev. B. M. Chongo (UCZ), P.O. Box 81361, Kabwe.

Sr. Agonia Radlmeier, O.P. (RCa), P.O. Box 80040, Kabwe.

(101 - 8:1 certificated; B101 - 6)

Rev. F. N. Sikazwe (UCZ), P.O. Box 34, Kanona.

Copperbelt Province

Chililabombwe

Rev. P. K. Lombe (UCZ), P.O. Box 205, Chililabombwe.

(B138 - 17:7 certificated)

Chingola

Mr. J. Chungulo (Ang), 38 Nchanga Street, Nchanga North, Chingola.

Mr. S. Kazembe (Ang), 70 Musuku Street, Kabundi South, Chingola.

Rev. D. L. Nicol (UCZ), P.O. Box 10535, Chingola.

Chambeshi

Mr. K. Chisambwe (CoC), P.O. Box 22297, Kitwe.

Mufulira

Mr. S. M. Chisebwe (CoC), P.O. Box 1137, Mufulira.

Rev. J. C. Mwansa (UCZ), P.O. Box 431, Mufulira (101 - 12).

Fr. J. K. Njamu (Ang), P.O. Box 838, Mufulira.

Rev. S. S. Sichelwe (UCZ), P.O. Box 619, Mufulira (101 - 13).

Ndola

Fr. J. M. Dimas (Ang), P.O. Box 70172, Ndola (101 - 9).

Rev. P. T. Hoyle (UCZ), P.O. Box 70909, Ndola (101 - 11 certificated).

Mr. C. Lombanya (CoC), P.O. Box 72969, Ndola.

Rev. E. Mundemba (UCZ), P.O. Box 70535, Ndola.

Rev. N. S. P. Mutambo (UCZ), P.O. Box 70535, Ndola.

Mr. O. W. Mwamba (UCZ), P.O. Box 71608, Ndola (102 - 10).

Luanshya

Mr. I. C. Banda (UCZ), P.O. Box 90949, Luanshya (B138 - 19).

Rev. N. S. Siaso (UCZ), P.O. Box 90114, Luanshya (121 - 11).

Copperbelt Province (continued)Kitwe

- Rev. D. P. C. Curtis (UCZ), P.O. Box 28026, Parklands, Kitwe,
(101 - 4 certificated; 276 - 3).
- Mr. J. Hamugande (CoC), P.O. Box 22297, Kitwe (B129 - 2).
- Fr. V. M. Kapata (Ang), P.O. Box 25014, Buchi, Kitwe (101 - 5).
- Mr. C. J. King (Ang), P.O. Box 23054, Kitwe,
(101 - 1; 121 - 1; 241 - 1; 361 - 1).
- Mr. C. Kurian (Ang), 10 Fyakapale Gardens, Riverside, Kitwe.
- Mr. A. O. Muluwe (Ang), 20 Muleya Road, Natwange, Wusakili, Kitwe.
- Mr. D. M. Mwambila (CoC), P.O. Box 29068, Itimpi, Kitwe.
- Mr. J. K. Phiri (Ang), House No. E92, Wusakili, Kitwe.
- Rev. E. S. Pons (PCZ), P.O. Box 21676, Kitwe.
- Fr. K. D. Ruttan (Ang), P.O. Box 20173, Kitwe.
- Miss H. Sedange, P.O. Box 22297, Kitwe, (CoC).
- Fr. C. Shaba (Ang), P.O. Box 20173, Kitwe (101 - 7).
- Rev. A. G. Sichinga (UCZ), P.O. Box 29011, Itimpi, Kitwe (B129 - 8).
- Mr. J. Soko (CoC), P.O. Box 20708, Kitwe.
- Mr. C. I. Woodhall (CoC), P.O. Box 22297, Kitwe (101 - 2 certificated;
B185 - 12)

Eastern Province

- Rev. E. S. Z. Miti (RCZ), P.O. Box 329, Chipata.

Luapula Province

- Mr. A. Chishala (Ang), Mulala's Village, Chibaye Parish, Chipili, Mansa.
- Mr. J. Chishimba (UCZ), P.O. Box 50, Nchelenge.
- Rev. E. Mwenya (UCZ), P.O. Box 36, Nchelenge.

Lusaka Province

- Rev. J. J. Antonio (UCZ), P.O. Box CH 14, Lusaka.
- Rev. J. M. Chipili (UCZ), P.O. Box 127, Kafue (121 - 8).
- Fr. L. Mwenda (Ang), P.O. Box 30122, Lusaka (101 - 3).
- Rev. A. M. Siatwinda (UCZ), P.O. Box 50226, Ridgeway, Lusaka.
- Rev. T. N. Thomas (UCZ), P.O. Box 30079, Lusaka (121 - 3)

Northern Province

- Rev. B. K. Chimbala (UCZ), P.O. Box 48, Kasama.
- Rev. B. Kapinga (UCZ), P.O. Box 16, Nakonde.
- Fr. U. Piwek (RCa), P.O. Box 14, Mpika (241 - 9).

Southern Province

- Fr. D. G. Whitehead (Ang), P.O. Box 60092, Livingstone (276 - 2).

Western Province

- Rev. M. P. Mubita (UCZ), P.O. Box 14, Mongu.
- - - - -

T H E O L O G I C A L E D U C A T I O N B Y E X T E N S I O N
I N Z A M B I A

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Report on a T.E.E.Z. Level One Tutor Training Course held at the
United Church of Zambia Theological College: 5th to 8th May, 1981.

The course was attended by seventeen participants drawn from six different denominations, as follows:

United Church of Zambia:

Central Presbytery:	The Revd. B. M. Chongo
Copperbelt Presbytery:	Mr. O.W. Mwamba
Luapula Presbytery:	Mr. J. Chishimba
	The Revd. E. Mwenya
Lusaka Presbytery:	The Revd. J. M. Chipili
Northeastern Presbytery:	The Revd. B. Kapinga
Northern Presbytery:	The Revd. B. K. Chimbala
Western Presbytery:	The Revd. M. P. Mubita

Anglican Diocese of Northern Zambia:

Chipili Parish:	Mr. A. Chishala
Chingola Parish:	Mr. J. Chungulo
	Mr. S. Kazembe
	Miss R. Mfula
	Miss G. Nyendwa

Churches of Christ: Mr. D. Hoffman

Christian Missions in Many Lands: Mrs. E. C. Mwelwa

Presbyterian Church of Zambia: The Revd. E. S. Pons

Reformed Church in Zambia: The Revd. E.S.Z. Miti

The course lecturers were T.E.E.Z. Project Staff and members of the T.E.E.Z. Project Committee, as follows:

Mr. I. C. Banda - member TEEZ Project Committee
The Revd. D. P. C. Curtis - TEEZ Co-ordinator
The Revd. S. S. Kapongo - member TEEZ Project Committee
Mr. C. J. King - TEEZ Programme Organiser
Mr. C. I. Woodhall - member TEEZ Project Committee

The objectives of the course were to enable participants to:

- identify training needs in their congregations.
- start and lead a TEEZ Local Study Group.
- be familiar with the study materials and methods used in TEEZ Level One courses.
- follow the procedures used for testing and assessment in TEEZ Level One courses.
- suggest practical Church-based and Life-based assignments as part of TEEZ Level One courses.
- discuss the content of Lay Training programmes in the United Church of Zambia.

Each day of the course began and ended with a period of worship led by the course participants; the closing worship was a celebration of the Eucharist.

Each day contained four working sessions of about two hours each. On the first three evenings of the course all participants were given an assignment of private study. The final evening of the course was an evaluation session at which course participants wrote down their opinions and feelings about the course.

The following teaching methods were used during the course:

- lecturing
- buzz groups
- simulation Local Study Groups
- group discussion and reporting back
- written tests and exercises
- group assignments
- private study assignments.

During the course, the first three workbooks of TEEZ Course 121: Jesus Christ and His People and the first twenty lessons of TEEZ Course 138: Seven Letters to all Churches were studied and discussed by the participants in simulated Local Study Groups.

The TEEZ Project Committee has, at its meeting on 4th June, 1981, accredited thirteen of the seventeen course participants as Local Tutors for TEEZ Level One courses.

In their evaluation of the course, all participants were satisfied with it, but there was some feeling that the course had been too intensive, demanding a great deal of concentrated study and attention from participants.

It is hoped that the five United Church of Zambia Presbytery Lay Training Convenors who attended this course will arrange for TEEZ staff to conduct similar courses in their presbyteries during 1981 and 1982.

The Revd. S.S. Kapongo, United Church of Zambia Synod Lay Training Convenor, made the following recommendations arising out of the course:

- A course should be organised to train all convenors of Synod and Presbytery Standing Committees of U.C.Z. in their work as convenors.
- U.C.Z. Moderators should attend TEEZ Local Tutor Training Courses.
- T.E.E.Z. should be included in the programme of future U.C.Z. National Conferences and Church Workers' Conferences.
- Lay people should be responsible for implementing the Lay Training Programme of the United Church of Zambia.

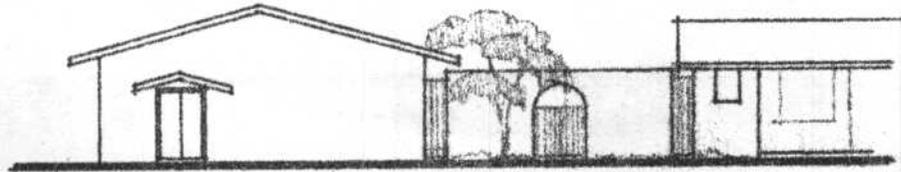
Expenditure and Income for the course were as follows:

<u>EXPENDITURE:</u>	K .ng.
Meals for participants and lecturers (Taken at Mindolo Ecumenical Foundation)	312.00
Transport expenses of participants to & from the course	271.70
Study Materials for participants during the course	175.00
TOTAL EXPENDITURE:	K758.70
<u>INCOME:</u>	=====
UCZ Lay Training Grant'	200.00
Gift from St. James' Parish, Winscombe, England	116.98
Course Fees paid by participants	48.00
From TEEZ Local Tutor Training Budget	393.72
TOTAL INCOME:	K758.70
	=====

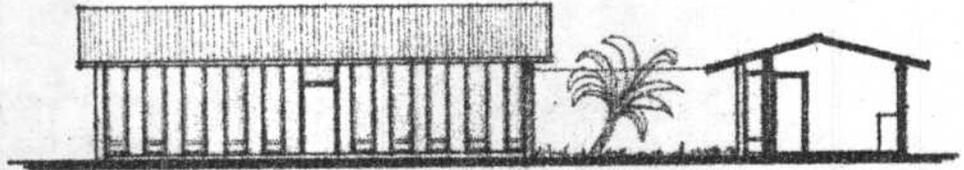
The Revd. D. P. C. Curtis
TEEZ Co-ordinator.

Mr. C. J. King
TEEZ Programme Organiser.

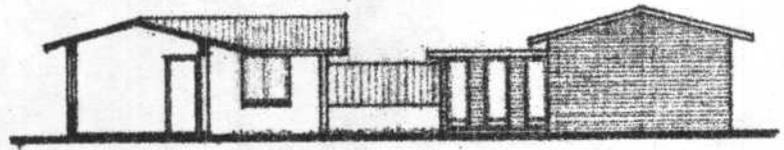
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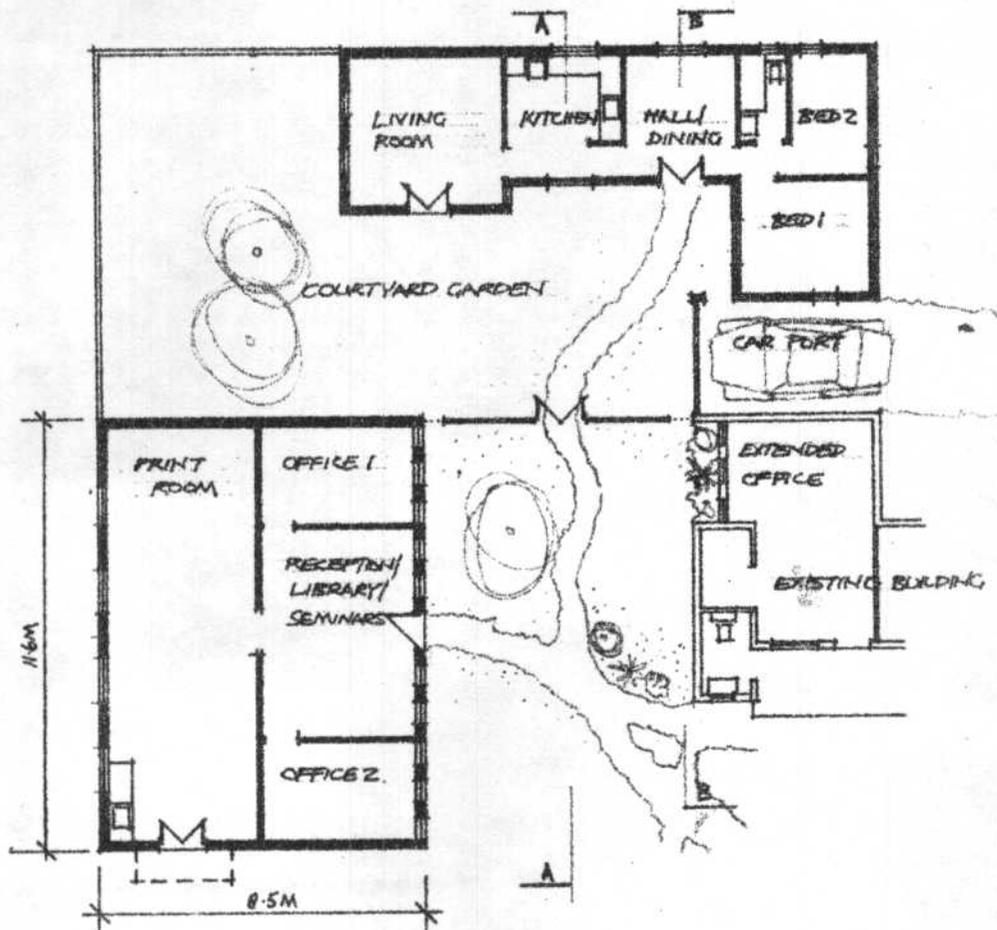
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SCALE - 1:200



PLAN

PROPOSED OFFICES AND STAFF HOUSE
FOR THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA.

THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA

Provisionally Approved Budget for 1982.

EXPENDITURE

Item One: Personnel

Zambian
Kwacha

Co-ordinator : January-June: Rev.D.Curtis part-time:	
20% Salary and Housing	1,000
Transport and Programme Costs	300
Jan.-December: Zambian U.C.Z. minister seconded from the United Church of Zambia part-time: 20% Salary and Housing	480
Transport and Programme Costs	600
Programme Organiser : Mr.C.King full time: Salary	2,760
Transport and Programme Costs	1,200
Clerical Assistant : Mrs.E.Mwelwa full-time: Salary, Travel & ZNPF	1,500

Item Two: Office Accommodation and Meetings

Rent for Offices and Programme Organiser's Flat	3,600
Electricity and Water for Offices/Programme Organiser's Flat	300
Purchase of stationery and new office equipment	300
Depreciation on existing office equipment	700
Storage Charges to United Church Publications for paper	150
Transport costs of members of the TEEZ Project Committee	500

Item Three: Tutor Training and Course Production

Training Courses for Local Tutors	1,500
Production of Course Handbooks and Workbooks	2,500

<u>Item Four: Contingency Fund (5% of above expenditure)</u>	880
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TOTAL PROJECTED EXPENDITURE

K18,270

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INCOME

From United Church of Zambia and Methodist Missionary Society (for salaries, housing, transport and programme costs of Co-ordinators)	2,380
From Zambia Anglican Council (for transport and programme costs of Programme Organiser)	1,200
From United Society for the Propagation of the Gospel (for salary of Programme Organiser)	2,760
From Course Fees paid by students of TEEZ (Course Production Costs)	2,500
To be raised from other donor agencies	9,430

TOTAL PROJECTED INCOME

K18,270

=====

Provisionally approved by the T.E.E.Z. Project Committee : 4th December, 1980,
subject to the approval of the participating churches and the raising of
sufficient income from other donor agencies.



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

Balance Sheet for the Period January 1 to December 31, 1980

INCOME

Opening balance (from 1979)		830.01
Grants: Church of Christ	600.00	
United Church of Zambia	600.00	
Rev. M. Galusia	1851.84	
USCL	5625.00	
Other	212.00	
	<u>8888.84</u>	
Course fees	736.00	
Sundry	787.10	
		<u>10,411.94</u>
		<u>11,241.95</u>

EXPENDITURE

Wages (secretary)		713.50
Rent		1450.00
Telephone		283.43
Postage		88.90
Office Supplies		243.63
Duplicating Materials		978.30
Furniture		450.00
Water & Zesco		46.69
Committee		10.00
Courses		769.00
Sundries		1522.94
		<u>6556.39</u>
Bank balance December 31, 1980		<u>4685.56</u>

All amounts in Zambian Kwacha

Prepared by: Mary E. Scoffield

March 27, 1981.



**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

FOR INCLUSION IN T.E.E.Z. BALANCE SHEET, January to December, 1980.

Funds controlled by the Programme Organiser:

<u>INCOME</u>	ZK . ng.
From the Zambia Anglican Council	2110.08
From St. Andrew's Roman Catholic Parish, Mpika	100.00
	<hr/>
	2210.08
	<hr/> <hr/>

EXPENDITURE

Programme Organiser's Salary	1595.00
Programme Organiser's Travel	422.99
Postage	71.10
Stationery	34.89
Books for Courses	12.50
Shelving for TEEZ Offices	60.00
TEEZ Project Committee travel	7.60
Rent for TEEZ Post Office Box	6.00
	<hr/>
	K2210.08
	<hr/> <hr/>

C.J. KING

TEEZ PROGRAMME ORGANISER

December 22, 1980.

THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA

Balance Sheet for the year ended 31st December 1979

INCOME

	Z Kw
Balance brought forward from 1978	965.94
Grants:	
M. Galusha (United Meth.)	K500.00
SPCK Travel Grant	K825.50
Gossner Mission	K845.87
Ch. of Scotland(TEE books)	K331.75
Donations	<u>K135.60</u>
	2638.72
Course fees	82.35
Sundry Income	<u>352.50</u>
TOTAL:	<u><u>4039.51</u></u>

EXPENDITURE

Secretarial work	569.00
Office & Postages:	
Desk, Light, etc.	K158.69
Telephone	K137.00
Postages	K55.52
Sundries	<u>K183.66</u>
	534.87
Travel:	
Beddow & Curtis Tour	K811.14
Other travel	<u>K66.17</u>
	877.31
Duplicating materials	951.64
Sundries	<u>85.18</u>
TOTAL:	<u><u>3018.00</u></u>
Excess of Income over Expenditure for the year :	<u><u>K1021.51</u></u>
All amounts in Zambian Kwacha.	

Prepared by: Revd. D. Curtis
TEEZ Project Co-ordinator.

THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA

Summary of Income and Expenditure for the period
September 1977 to November 1978

I N C O M E

Grants received

United Church of Canada	K1000.00
Gossner Mission	K1000.00
Anonymous	25.00

<u>Course Fees Paid</u>	139.00
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K2164.00

E X P E N D I T U R E

1) Paper, Stencils, Ink, Printing Covers etc	K1324.26
2) Rent of MEF Office. (3 months @ K62.50)	187.50
3) Erection of Uniport Building, pouring floor, electrical installation	160.44

K1672.20

Balance in Hand: K491.80

Bills Outstanding(1978)

*** i) Triplejay Equipment Ltd. - Uniport Building (No invoice yet) Kit	K1024.00(estimate)
ii) Nov. & Dec. Secretarial Work (K1 per hour x 9hours per week = K36 p.m.)	72.00

*** Gossner Mission has agreed to underwrite the cost of the building

Budget for the year 1979

Secretarial Work	K1600.00
Paper, Printing etc	K2000.00
Translator	600.00
Travel	600.00
Local Tutors meetings	350.00
(A person to do duplicating & collating	480.00)

K5630.00

NB This budget assumes that the secretarial work can all be done without using the MEF office, and only actual experience will show whether this is possible.

D. Curtis 16.xi.78



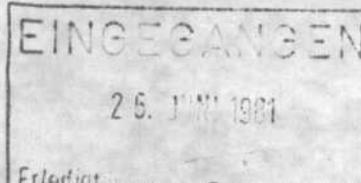
THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

17th June, 1981.

The Rev. Erhard Mische,
Gossner Mission,
1 Berlin 41 (Friedenau),
Handjerystrasse 19-20,
BERLIN WEST 520 50-100,
GERMANY, Europe.



Dear Erhard,

In your letter of December ^{Erledigt} 30th, 1980, in which you enclosed a cheque for Dm 10,000, you wrote that you would be visiting Zambia again in June and July this year. Since we have heard nothing further, we are wondering if you are still planning to come here at this time. However, I have decided to write to you, in case we are not able to meet.

I am going on leave to the U.K. from July 8th to September 6th this year, but Cecil King will be here at the TEEZ Office, and, if you do come to Zambia, we hope that you will contact us and arrange to visit us in Kitwe.

I am enclosing with this letter some documents on TEEZ which we hope will interest you. Our latest report on the Project, "The first eighteen months", gives the overall picture of what the Project has achieved so far.

The Gossner Mission has shown interest in TEEZ since its very beginnings in a room in my house. Now we have a flat in Kitwe which serves both as a home for our full-time Programme Organiser and as the offices for the Project.

At its meeting on June 4th, 1981, the TEEZ Project Committee resolved that TEEZ should build its own offices and a house for a full-time Co-ordinator for the Project in 1982. As I mentioned in my letter to you on 19th December, 1980, we hope, by going forward with this, to make TEEZ self-supporting financially by the end of 1982.

We fully appreciate that the Gossner Mission has generously contributed more than any other agency to TEEZ's establishment and growth, and this encouragement and support has meant a great deal to us. We realise that Gossner may feel unable to give any further support for our recurrent expenditure. However, we do still want to put before you our capital non-recurrent budget for these new buildings.

. . . 2./



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

2./

During the first half of 1982, we are hoping to raise K35,000 for the cost of constructing the buildings and K5,000 for furnishings and fittings. Perhaps you would let us know if the Gossner Mission felt able to consider a capital request for K10,000 for the construction of the buildings in 1982 as Gossner's final financial contribution to the TEEZ Project.

This will not mean a severing of the links between TEEZ and Gossner; in fact, Cecil King is at the moment planning a Local Tutors' course for the Southern Province, to which he will be inviting Gossner Service Team members and their nominees. The course will train people to use TEEZ courses in English and Tonga for training Christian leaders in the Gwembe Valley and other parts of the Southern Province. TEEZ has now published four courses in Tonga, and two others are currently in preparation.

We therefore hope that TEEZ will be working together with Gossner in the training of Christian leadership in Zambia's Southern Province, but TEEZ would undertake not to seek funds from Gossner again, on the understanding that, once TEEZ has its own buildings, the Project will be self supporting.

Hoping that our request will meet with your favourable consideration,

Yours sincerely,

The Revd. David P. C. Curtis
T.E.E.Z. Project CO-ordinator.

c.c. Gossner Service Team Liaison Office,
P.O.Box 50162, Ridgeway, Lusaka.

UNITED CHURCH OF ZAMBIA THEOLOGICAL COLLEGE MINDOLO KITWE

Proposed Curriculum for 1981/82

What follows is an outline of the areas of study of the six departments of the College, as prepared by the members of staff responsible. It is not intended to be a definitive or final statement of what is taught at the College.

DEPARTMENT I BIBLICAL STUDIES

1. Old Testament

- a) Introduction to the books of the Old Testament.
- b) History of Ancient Israel to the Exile.
- c) The Pentateuch.
- d) The Prophetic Literature
- e) The Writings
- f) Detailed exegetical study of two books: (Daniel & Deuteronomy)
- g) The Student's own extended exegesis (to be completed by the end of the Third Year)

2. New Testament

- a) Introduction to the books of the New Testament
- b) The Synoptic gospels
- c) The Johanne Literature
- d) The Pauline Literature
- e) Survey of other NT literature
- f) Detailed exegetical study of: Mark, Romans 5-8, 1 Corinthians, 1 John)
- g) The student's own extended exegesis (to be completed by the end of Third Year)

3. Biblical Theology

- a) Introduction
- b) God and Revelation
- c) Sin, Suffering, Salvation and Judgement
- d) The people of God
- e) Eschatological Hope and Joy

Note:

Old and New Testament are spread over all four years of the course. Biblical Theology is taken in the 2nd and 3rd years.

DEPARTMENT II HISTORY

1. General Church History

a) A.D. 30-565

The Church in its early years; Roman, Greek, Hebrew influence.
Development of the Canon; Doctrine, Ministry
Persecution and Growth
Development after acceptance by Roman Empire
Church and state in western and Eastern Europe
Leaders in the Church
Doctrinal Developments; Creeds.

b) A.D. 565-1350

Church Life in the Middle Ages
Reform Movements, Monastic Movements
Islam and the Crusades
Scholasticism
East-West Schism

c) A.D. 1350-1789

Decline of late Medieval Society
Background to the Reformation
The Protestant Reformation; main persons and issues
Radical Reformers
Evangelicals, Puritans, Methodists
Catholic Reformation; Trent, Jesuits
Enlightenment, Pietism, Revival Movements.

d) A.D. 1789- present time

Christianity in the Age of Revolutions;
French, Industrial, Scientific, Marxist, Fascist.
Church development in selected countries.
Roman Catholic Church from Vatican I to Vatican II
Protestant and Catholic Missionary activity.
International Missionary Conferences
Ecumenical Movement.

Note: This section of the course is designed to be covered in the period Year 1, term 2, until Year 2 Term 3, with two extra terms in Year 3 for revision.

2. African Church History

a) The Ancient Churches

Egypt and North Africa, Ethiopia and Nubia

b) Christianity in West Africa after 1750

c) Christianity in Central Africa

Zambia, Zimbabwe, Zaire
Coming of Christianity, missions and churches in the
colonial period; main personalities
Trends during the rise of Nationalism
Churches since Independence
Ecumenical trends

Note:

This section of the course is designed to be covered during 2nd and 3rd years.

DEPARTMENT III THEOLOGY AND PHILOSOPHY

1. The Apostle's Creed

An introduction to Christian doctrine

2. Christian Doctrine

- a) Classifications, Definitions
- b) Final authority in matters of Faith
- c) The Godhead
- d) Man and sin
- e) The person and work of Christ
- f) The Doctrine of the Atonement
- g) The Person of the Holy Spirit
- h) The work of the Holy Spirit
- i) The Christian in the Church
- j) The last things

3. The Sacraments

Baptism and the Lord's Supper

4. Is this that?

An examination of some 20th century Church movements with an appraisal of their doctrinal position in the light of 1, 2 and 3 above.

5. Contemporary Philosophy and theological reaction

- a) Marxism and Liberation Theology
- b) Zambian Humanism
- c) Other contemporary African ideologies.

6. African Theology

- a) An introduction - Definition and Sources
- b) African Theology and African Heritage
- c) The contribution of the locally founded, (Independent) churches
- d) African theologians and their contribution to Christian theology
- e) African theology and the contemporary scene
- f) Implications of African theology for Church life and work.

Note:

The courses in this department are designed to be taught in 2nd, 3rd and 4th years.

DEPARTMENT IV

RELIGION AND SOCIETY

1. Christian Ethics in the African Context

Part One: Basic Ethics

- a) Why Christian Ethics:
Introduction of terms, their origins and definitions.
- b) Norms of behaviour
Christian and non-Christian
- c) Justification & Sanctification
The ethics of the gospel

Part Two: Applied Ethics

- a) Life
- b) Sex, Marriage and the Family
- c) Work
- d) Politics

2. African Traditional Religion 3rd and 4th

Part One: General Study

- a) Introduction: Significance of A.T.R. etc.
- b) God (supreme Being)
- c) Spirits and Spirit beings
- d) Man:
Creation
Rites of Passage
Death etc.
- e) Ethics and Morals
- f) Mystical Power
- g) The changing scene:
Impact of urbanisation etc on A.T.R.
- h) A.T.R. and other religions

Part two: Specific Study

Study in depth, following the general outline covered in Part one, of African Traditional Religion among two specific tribes, ie their own tribe and one other.

Note: 1st, 2nd and 3rd Years.

3. Introduction to Religion

- a) The Religious Dimension
Definition of religion etc.
- b) Islam in Africa
The Historical Background, the five pillars of Islam, its religious practices and spread through Africa.

4. Research Paper

In his/her fourth year, each student must write a piece of original research of between 7,500 and 15,000 words. This research is to be carried out in one of the following areas of choice:

- a) Traditional African beliefs and practices,
- b) marriage and family life,
- c) education
- d) urban life
- e) social and economic development, and
- f) modern ideologies.

Three aspects must be included in the Research:

- i) An empirical study with observation and experiment. This aspect to be covered by investigation through a systematic use of field-work such as interviewing informants, and investigation, where relevant of the actual location of the subject under study.
- ii) Theological analysis and interpretation of the material gathered
- iii) Giving suggested lines of appropriate action by the Church.

Note: The field-work for this research is to be done in conjunction with two months practical pastoral work done in the fourth year.

DEPARTMENT V PASTORAL THEOLOGY

1. Human Background to Pastoral Theology

- a) Psychology
- b) Psychology of Religion
- c) Sociology
- d) Sociology of Religion
- e) Communication

2. General Tasks of Ministry

- a) Homiletics:
Lectures and Sermon Classes
- b) Liturgics
- c) Evangelism
- d) Pastoral Care and Counselling
- e) Stewardship

3. Christian Education

- a) Place of C.E. in the total ministry of the Church
- b) Sunday Schools; place of RE in state schools
- c) Youth Work.

d) Lay Training for Leadership roles

4. Church Organisation

- a) Patterns of ministry
- b) U.C.Z. Constitution and Rules and Regulations
- c) Church Administration
- e) Elementary Accounts and office practice

Note:

The "field-work" experience undergone by all students in their 2nd, 3rd, and 4th years, in which they are assigned to congregations for week-ends, has an important part to play in the work done in this department.

DEPARTMENT VI LANGUAGE

1. English

The course will consist of four lessons per week for the First year, and will contain the following elements:

- a) Composition
- b) Comprehension
- c) Structure exercises
- d) Oral English

2. Elementary Greek

(This is a tentative and experimental section of the curriculum, depending on availability of staff time). An introductory course for second year students, consisting of one lesson per week, containing the following elements:

- a) Introduction to the Greek language
 - b) The verb
 - c) The noun
 - d) practical examples of tenses
 - e) Exercises on the set text - Gospel of Mark.
-



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

Balance Sheet for the Period January 1 to December 31, 1980

INCOME

Opening balance (from 1979)		830.01
Grants: Church of Christ	600.00	
United Church of Zambia	600.00	
Rev. M. Galusha	1851.84	
USCL	5625.00	
Other	212.00	
	<hr/>	
	8888.84	
Course fees	736.00	
Sundry	787.10	10,411.94
		<hr/>
		11,241.95

EXPENDITURE

Wages (secretary)		713.50
Rent		1450.00
Telephone		283.43
Postage		88.90
Office Supplies		243.63
Duplicating Materials		978.30
Furniture		450.00
Water & Zesco		46.69
Committee		10.00
Courses		769.00
Sundries		1522.94
		<hr/>
		6556.39
Bank balance December 31, 1980		<hr/>
		4685.56

All amounts in Zambian Kwacha

Prepared by: Mary E. Scoffield

March 27, 1981.

SPONSORED BY: ANGLICAN CHURCH IN ZAMBIA, CHURCHES OF CHRIST AND UNITED CHURCH OF ZAMBIA.



**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

FOR INCLUSION IN T.E.E.Z. BALANCE SHEET, January to December, 1980.

Funds controlled by the Programme Organiser:

<u>INCOME</u>	ZK . ng.
From the Zambia Anglican Council	2110.08
From St. Andrew's Roman Catholic Parish, Mpika	100.00
	<hr/>
	2210.08
	<hr/> <hr/>
 <u>EXPENDITURE</u>	
Programme Organiser's Salary	1595.00
Programme Organiser's Travel	422.99
Postage	71.10
Stationery	34.89
Books for Courses	12.50
Shelving for TEEZ Offices	60.00
TEEZ Project Committee travel	7.60
Rent for TEEZ Post Office Box	6.00
	<hr/>
	K2210.08
	<hr/> <hr/>

C.J. KING

TEEZ PROGRAMME ORGANISER

December 22, 1980.



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

INCOME AND EXPENDITURE: 1st January to 30th April, 1981

	K	n
<u>INCOME:</u> Balance carried forward from 1980	4685.56	
1) External Grants received:		
Gossner Mission	K3928.14	
United Church of Canada	K1708.82	
Church of Scotland	K1500.00	7136.96
2) Internal Grants and Donations:		
United Church of Zambia	K200.00	
Anonymous donation	K15.00	215.00
3) Course Fees received		533.00
4) Books bought by students		15.90
5) Use of telephone Kitwe 217367		63.35
6) Sundry		<u>85.00</u>
TOTAL INCOME:		<u><u>K12,734.77</u></u>
<u>EXPENDITURE</u>		
1) Rent (January to May)		1250.00
2) Furniture for the offices		1072.72
3) Electricity and Water for the offices		72.26
4) Wages		452.45
5) Advance to the Programme Organiser		1000.00
6) Telephone Calls		122.41
7) Duplicating Materials		365.00
8) Petty Cash & Office Equipment		191.70
9) Courses		36.50
10) Committees & Transport		26.15
11) Sundries		<u>148.02</u>
TOTAL EXPENDITURE		<u><u>K4,737.21</u></u>

Excess of Income over Expenditure: K7,997.56ng.

The Revd. D P C. Curtis
TEEZ PROJECT CO-ORDINATOR.



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

THE FIRST EIGHTEEN MONTHS

=====
A report on the T.E.E.Z. Project : January, 1980, to June, 1981.

The aims of the Project

Theological Education by Extension in Zambia (TEEZ) is a joint project of the United Church of Zambia, the three Anglican dioceses in Zambia and a fellowship of the Churches of Christ in Zambia to provide training to the leadership, both ordained and lay, of those churches in their various ministries.

The aim of the Project is to provide training courses which increase the students' knowledge of their Christian faith and of the Bible and which also involve the students in some practical assignments of service, witness and ministry, where they can use and apply their increased knowledge.

TEEZ offers courses on two levels - Level One, using study materials in simple English or in Zambian languages, for lay leaders with little or no previous theological training, and Level Two, using study materials in English which presuppose previous academic education, for leaders who have already done some theological studies.

On both levels TEEZ courses involve students in private study of self-teaching programmed learning texts and in regular group meetings with a trained TEEZ Local Tutor to work out the practical implications of what is being studied in the texts.

The Project Committee

The Project is controlled by a Project Committee on which each of the three fully participating churches has three representatives and one vote. This Project Committee met three times during 1980 (February, August and December) to make decisions on policy, programme, budgeting and staffing for the Project. Observers from the Roman Catholic Diocese of Ndola and from the Presbyterian Church in Zambia have also attended Project Committee meetings. The churches' usual representatives have been:

Anglican Church: Bishop Joseph Mabula
The Revd. Michael Bullock
The Revd. Jonathan Dimas
Churches of Christ: Mr. Joseph Hamugande
Miss Hazel Sedange
Mr. Chester Woodhall
United Church of Zambia: Mr. Isaac Banda
The Revd. Samson Kapongo
The Revd. Alexander Slorach

The Project Staff

The part-time Co-ordinator of the Project since its inception has been the Revd. David Curtis of the United Church of Zambia, a missionary of the British Methodist Missionary Society in Zambia since 1971. He has been responsible for the planning and supervision of the whole project and, in particular, does the fund-raising and bookkeeping for the project.

Since November, 1980, Mrs. Mary E. Scoffield, an accountant from the United Church of Canada, has assisted the Project on a part-time, voluntary basis, and it is she who prepared the TEEZ Balance Sheet for the period January 1st to December 31st, 1980.

In the middle of May, 1980, the Zambia Anglican Council seconded to the TEEZ Project Mr. Cecil J. King, a missionary of the British United Society for the Propagation of the Gospel, who was previously the Curriculum Development Officer for Religious Education in Zambia's Ministry of Education and who has worked in Zambia since 1969. Mr. King became the full-time Programme Organiser of the TEEZ Project, responsible for course development, the training of Local Tutors and the overall supervision of the Project's study programmes.

Mrs. Emeldah C. Mwelwa joined the Project as a full-time member of staff in August, 1980; she is a Zambian and is in charge of the production of the duplicated study materials and the distribution of study material to TEEZ groups and students around the country. Mrs. Mwelwa also does some translation of TEEZ courses into Cibemba.

The Project Offices

Until June, 1980, the Project operated from the homes of the Co-ordinator and the Programme Organiser. However, since June, 1980, the Project has rented five rooms at Scripture Union House near the city centre of Kitwe. These rooms provide accommodation for the Programme Organiser and an office and printroom for the Project. For storage of its stock of duplicating paper, the Project rents space in the warehouse of United Church Publications in Kitwe.

Since rent payment is the major single item of recurrent expenditure in TEEZ's Budget (22% of the 1980 Expenditure), the Project Committee in December, 1980, resolved that TEEZ should look into the possibility of building its own accommodation and offices, in order to reduce the long-term dependence of the Project on overseas aid. During 1981, TEEZ is actively looking into this possibility; land has been found, and architect's plans have been drawn.

Funding the Project

The salaries of the part-time Co-ordinator and the full-time Programme Organiser are provided by their missionary societies, but all the other money for the Project is raised by the Co-ordinator locally in Zambia or overseas.

The Society for the Propagation of Christian Knowledge (SPCK), a British Anglican society, donated to the Project sixteen bales of duplicating paper. This has considerably reduced the cost of producing study material for TEEZ courses and is a sufficient stock of paper to meet the foreseeable needs of the Project.

Funding the Project (continued)

The other major overseas donors have been:

United Society for Christian Literature (U.K.)	K5625
The Revd, M. Galusha (United Presbyterian: U.S.A.)	K1852
The Gossner Mission (F.D.R.)	K3928
United Church of Canada	K1709
Church of Scotland	K1500

The United Church of Canada has also provided the Project with R4000 in South Africa for the purchase of study materials from the Theological Education by Extension College (Southern Africa) in Johannesburg.

The major local income of the Project has been the fees paid by students taking TEEZ courses, which, up to 30th April, 1981, totalled K1285. Local churches have contributed during the same period as follows:

United Church of Zambia	K800
Churches of Christ	K600
Zambia Anglican Council	K515
Roman Catholic (Mpika Parish)	K100
Other gifts	K227

In the long term it is hoped that the course fees paid by TEEZ students will cover most of the running expenses of the Project, but major capital assistance has been needed to start the Project.

Provision of Courses

The Project has started by using courses prepared by the TEE College (Southern Africa) in Johannesburg and courses prepared by the TEXT-AFRICA Project of the Association of Evangelicals in Africa and Madagascar. These courses are adapted and edited by TEEZ for use in Zambia.

The only TEEZ course to be entirely locally produced is "Yesu ni Mfumu", a course in Cibemba on the Four Gospels, written by the Revd. J.P. Belin, who was for many years a Roman Catholic missionary in Northern Zambia.

At Level One, TEEZ now offers five courses in Cibemba, three courses in Citonga and four courses in English. Further Level One courses are being prepared in English, Cibemba, Citonga, Cinyanja and Silozi.

At Level Two, TEEZ now offers three courses and plans to offer a wider range of courses in future.

The Students

During this first eighteen months, TEEZ has enrolled 188 students in 21 Local Study Groups. 172 of these students are doing Level One courses; 16 are doing Level Two courses. 34 of the Level One students have completed their courses and received Certificates of Achievement.

Denominationally, 123 of the students are United Church of Zambia members; 26 are Anglicans; 23 are Roman Catholics and 16 are Church of Christ members.

By province, 147 of the students are in the Copperbelt Province, 14 in Central Province, 14 in Lusaka Province, 10 in Northern Province, 2 in Southern Province and 1 in Eastern Province.



The Students (continued)

The most popular Level One courses are "Introduction to the Bible" in English (74 students) and "Amakalata cine lubali ya ku macalici yonse" in Cibemba (36 students). The most popular Level Two course is "General Survey of Christian Doctrine" (10 students).

The Local Tutors

The key to the TEEZ system is the Local Tutor. It is the Local Tutor who makes the courses available to church members, who invites people to take the courses and who conducts the courses. It is the Local Tutor who prevents TEEZ courses from being merely correspondence courses testing recall of words and who makes sure that TEEZ courses are relevant to the situations and experiences of the students.

Local Tutors are nominated by their churches, trained by the TEEZ staff and accredited by the TEEZ Project Committee.

Forty of the fifty accredited Local Tutors are full-time church workers. They are to use TEEZ courses in their work of training lay Christians to carry out their various ministries. So far, twenty-one Local Tutors are conducting TEEZ courses.

Anglicans are using the courses mainly for the training of Lay Readers and non-stipendiary priests. The United Church of Zambia is using them for training Lay Preachers, Elders and non-stipendiary clergy. The Churches of Christ and the Roman Catholics are using TEEZ courses to train lay leaders of congregations.

Of particular interest are the courses being run in the Mukobeko Maximum and Medium Security Prisons near Kabwe by Sister Agonia Radelmeir, O.P., who is using TEEZ Level One courses in English and Cibemba to train the prisoners who lead the Roman Catholic congregations in those prisons.

TEEZ has held four courses for the training of Local Tutors, as follows:-

- Lusaka: February, 1980 : 4½ days non-residential : 6 tutors trained.
- Ndola : February, 1980 : 4½ days residential : 13 tutors trained.
- Kitwe: October, 1980 : 1 day non-residential : 12 tutors trained.
- Kitwe: May , 1981 : 4 days residential : 14 tutors trained.

These training courses for Local Tutors aim at helping them to identify training needs in their congregations, familiarising them with the TEEZ study materials, improving their skills as group discussion leaders, acquainting them with TEEZ procedures, and enabling them to draw out from the content of TEEZ courses practical life-based and church-based assignments.

Denominationally, 23 Local Tutors are from the United Church of Zambia; 15 are Anglicans; 2 are Roman Catholics; 8 are from Churches of Christ, and the Presbyterian Church and the Reformed Church in Zambia have one each.

By province they are distributed as follows :
Copperbelt: 32; Lusaka: 5; Central: 4; Luapula: 3; Northern: 3;
Eastern, Southern and Western Provinces have one Local Tutor each.

The next eighteen months

1. Course Development

After eighteen months of discovering the potential uses of TEEZ, the churches are beginning to clarify their needs in terms of courses. The Anglican Church needs courses specifically for training its Lay Readers. The United Church of Zambia needs courses specifically for training its elders and lay preachers. More courses are needed in Zambian languages; more Local Tutors are needed in the rural areas. Courses on specific areas, like Zambian Church History and the interaction between indigenous beliefs and Christian faith are being requested.

It will be the task of the Programme Organiser during the next eighteen months to develop the courses needed and to enrol the assistance of translators and other course writers.

2. Staffing

As the number of TEEZ students and courses increases, the load of administrative work and the quantity of financial transactions are also increasing. The work of the Co-ordinator is therefore becoming more onerous and time-consuming. The Project Committee hopes that, when the present Co-ordinator leaves TEEZ in May, 1982, he will be replaced by a full-time Co-ordinator for the Project.

3. Building

During the coming twelve months, the Project Committee hopes to build a block of two offices with a printing-cum-store room for TEEZ and to build and furnish a house for the TEEZ Project Co-ordinator; the cost will be approximately ZK40,000.

If the necessary capital for this building can be raised and the buildings completed, TEEZ will have taken a major step towards financial self-sufficiency.

4. Funding

The major crisis facing the churches in Zambia today is one of leadership training. The number of church members is growing rapidly; the quantity and quality of church leaders are not growing so rapidly. TEEZ has, in its first eighteen months, shown that it has the potential to help the churches meet this crisis. Local training by TEEZ has shown itself to be more appropriate and less expensive than residential courses given by full-time trainers from outside the local context.

TEEZ will be increasingly self-reliant financially and will be helping its participating churches to become more self-reliant in their leadership resources, but, during the next eighteen months, the Project will still need funds from overseas to enable it to provide the study material and the trained Local Tutors that the Zambian churches are asking for.

The Revd. D. P. C. Curtis
TEEZ PROJECT CO-ORDINATOR

Mr. C. J. King
TEEZ PROGRAMME ORGANISER

Kitwe, Zambia:
June, 1981.



THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

Balance Sheet for the Period January 1 to December 31, 1980

INCOME

Opening balance (from 1979)		830.01
Grants: Church of Christ	600.00	
United Church of Zambia	600.00	
Rev. M. Galusia	1851.84	
USCL	5625.00	
Other	212.00	
	<hr/>	
	8888.84	
Course fees	736.00	
Sundry	787.10	
		10,411.94
		<hr/>
		11,241.95

EXPENDITURE

Wages (secretary)		713.50
Rent		1450.00
Telephone		283.43
Postage		88.90
Office Supplies		243.63
Duplicating Materials		978.30
Furniture		450.00
Water & Zesco		46.69
Committee		10.00
Courses		769.00
Sundries		1522.94
		<hr/>
		6556.39
Bank balance December 31, 1980		<hr/>
		4685.56
All amounts in Zambian Kwacha		

Prepared by: Mary E. Scoffield

March 27, 1981.

SPONSORED BY: ANGLICAN CHURCH IN ZAMBIA, CHURCHES OF CHRIST AND UNITED CHURCH OF ZAMBIA.



**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

P.O. BOX 23054 - KITWE - ZAMBIA

(Office: 15B Enos Chomba Avenue, Kitwe.)

FOR INCLUSION IN T.E.E.Z. BALANCE SHEET, January to December, 1980.

Funds controlled by the Programme Organiser:

<u>INCOME</u>	ZK . ng.
From the Zambia Anglican Council	2110.08
From St. Andrew's Roman Catholic Parish, Mpika	100.00
	<hr/>
	2210.08
	<hr/>
	=====
 <u>EXPENDITURE</u>	
Programme Organiser's Salary	1595.00
Programme Organiser's Travel	422.99
Postage	71.10
Stationery	34.89
Books for Courses	12.50
Shelving for TEEZ Offices	60.00
TEEZ Project Committee travel	7.60
Rent for TEEZ Post Office Box	6.00
	<hr/>
	K2210.08
	<hr/>
	=====

C.J. KING

TEEZ PROGRAMME ORGANISER

December 22, 1980.

THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA

Provisionally Approved Budget for 1982.

EXPENDITURE

Item One: Personnel

Zambian
Kwacha

Co-ordinator : January-June: Rev.D.Curtis part-time:	
20% Salary and Housing	1,000
Transport and Programme Costs	300
Jan.-December: Zambian U.C.Z. minister seconded from the	
United Church of Zambia part-time: 20% Salary and Housing	480
Transport and Programme Costs	600
Programme Organiser : Mr.C.King full time: Salary	2,760
Transport and Programme Costs	1,200
Clerical Assistant : Mrs.E.MweIwa full-time: Salary, Travel & ZNPF	1,500

Item Two: Office Accomodation and Meetings

- Rent for Offices and Programme Organiser's Flat	3,600
Electricity and Water for Offices/Programme Organiser's Flat	300
Purchase of stationery and new office equipment	300
Depreciation on existing office equipment	700
Storage Charges to United Church Publications for paper	150
Transport costs of members of the TEEZ Project Committee	500

Item Three: Tutor Training and Course Production

Training Courses for Local Tutors	1,500
Production of Course Handbooks and Workbooks	2,500

<u>Item Four: Contingency Fund (5% of above expenditure)</u>	880
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TOTAL PROJECTED EXPENDITURE	K18,270 =====
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INCOME

From United Church of Zambia and Methodist Missionary Society (for salaries, housing, transport and programme costs of Co-ordinators)	2,380
From Zambia Anglican Council (for transport and programme costs of Programme Organiser)	1,200
From United Society for the Propagation of the Gospel (for salary of Programme Organiser)	2,760
From Course Fees paid by students of TEEZ (Course Production Costs)	2,500
To be raised from other donor agencies	9,430

TOTAL PROJECTED INCOME	K18,270 =====
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Provisionally approved by the T.E.E.Z. Project Committee : 4th December, 1980,
subject to the approval of the participating churches and the raising of
sufficient income from other donor agencies.

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THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. Box 23054
(15B Enos Chomba Avenue)
KITWE
ZAMBIA

DC/ecm

26th January, 1981

Dear Friends,

CHANGE OF ADDRESS OF TEEZ.

This is to inform you that, with immediate effect all correspondence to TEEZ should be sent to our new P.O. Box No:

P.O. Box 23054
KITWE
ZAMBIA

If you write to this address it will ensure that your letter is dealt with more quickly.

Yours sincerely,

(REVD) D.P.C. CURTIS
TEEZ PROJECT CO-ORDINATOR.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

P.O. Box RW 244
Phone: 53079
Lusaka
Zambia

DC/ecm



⁸⁰²⁶
P.O. Box 8026 23054
Parklands
Kitwe
Zambia

Mische

Herr Erhard Mische,
Gossner Mission,
1 Berlin 41,
Handjerystrasse 19/20,
BERLIN WEST 52050-100.

19th December, 1980

Dear Erhard,

Thank you very much for your letters of 16th October and 7th November. I realize that my letter to you of 23rd October crossed yours in the post.

We are delighted to hear that ca. DM10,000 is on its way to us from the Dortmund Central Presbytery. This will really put the Project in a healthy financial position. We are also glad to hear that Gossner feels able to contribute K1,500 towards our 1981 budget. The Project Committee has asked me to write to convey their appreciation for your continuing support and encouragement.

You will be interested to hear that we are at this moment beginning to produce TEE materials in the Tonga language of Southern Province. Mr. Cecil King, in his recent report to the Project Committee, a copy of which I enclose, has put Southern Province as top Priority for the Training of Local Tutors in 1981. This training will not begin until after April when Mr. King returns from four months leave in U.K.

As to the question of TEEZ becoming financially independent, the recent Project Committee discussed this at length; it was concluded that there was one item of recurrent expenditure on our budgets for 1981 and 1982 which prevents us from becoming financially self supporting, and that is the rent for our

P.T.O.

office premises. The other items on the budget can probably be met out of Course fees as the number of students in the Programme increases. The Committee has therefore charged us with the task of looking into the question of either (a) Buying some property, or (b) Building our own office. It is likely therefore that TEEZ will be appealing to overseas donors for capital, non-recurrent grants to enable us to become self-reliant. We fully understand your wise and timely advice to the effect that we at TEEZ should not expect to receive financial help from outside Zambia for ever, and we are already taking steps, as indicated above to correct this overdependence.

With best wishes for Christmas and the New Year; hoping that a visit to TEEZ Headquarters will be on your Zambia itinerary in 1981.

Yours Sincerely,

pp

for (REVD.) D.P.C. CURTIS
TEEZ PROJECT CO-ORDINATOR.

C.C. Hans-Martin Fischer,
Liaison Officer Gossner Mission Lusaka.

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA.

For information of and discussion by the Project Committee Meeting: 4th December, 1980.

Programme Report : August to December, 1980.

Production:

1. All workbooks and exams of Course B129.
2. Tutor's Notes and Final Exam for Course B138.
3. All workbooks for Course 102 : typed on stencil but not printed.
4. Translation into Cibemba of Course 101 : first three workbooks drafted.
5. Courses in Citonga T161 and T185: ready for typing.
6. "Notes for TEEZ Level One Local Tutors" revised and printed.
7. "Prospectus: 1980-1981" printed and distributed.
8. Level One Certificates of Achievement printed.

Enrolment:

Of the twenty-three Level One Local Tutors accredited by the Project Committee in February, one has gone overseas for study; one has been sick and, as a result, been transferred away from the Copperbelt; a third has been on overseas leave. Of the remaining twenty Local Tutors, ten have enrolled students and are conducting TEEZ courses, as follows:-

Anglican: Fr. J. Dimas (Ndola)	8 students on Course	101
Fr. L. Mwenda (Lusaka)	3 students on Course	101
U.C.Z.: Rev. P. Hoyle (Ndola)	11 students on Course	101
Rev. P. Lombe (Chililabombwe)	8 students on Course	B138
Rev. E. Milandu (Lusaka)	3 students on Course	121
Rev. J. Mwansa (Mufulira)	10 students on Course	101
Rev. N. Siasosi (Luanshya)	11 students on Course	121
Rev. S. Sicalwe (Mufulira)	12 students on Course	101
Rev. A. Sichinga (Kitwe)	8 students on Course	B129
Rev. T. Thomas (Lusaka)	8 students on Course	121

The total number of Level One students at present is, therefore, 82.

Certificates:

Certificates have been issued to twelve United Church of Zambia members who successfully completed Course 101 in 1978 - two in Chingola, three in Luanshya and seven in Lusaka.

Local Tutor Training:

Eleven people attended four weekly 90-minute training sessions as Level One Local Tutors during November, 1980. They are:-

Anglican: Mr. Cherian Kurian (Kitwe)
Mr. A. O. Muluwe (Kitwe)
Mr. Joseph K. Phiri (Kitwe)
Fr. Karl D. Ruttan (Kitwe)

Churches of Christ: Mr. Kasoka Chisambwe (Chambeshi)
Mr. Shadreck M. Chisebwe (Mufulira)
Mr. Churchill Lombanya (Ndola)
Mr. Dimas M. Mwambila (Kitwe)
Miss Hazel Sedange (Kitwe)
Mr. Jameson Soko (Kitwe)
Mr. Chester I. Woodhall (Kitwe)

These eleven people are recommended to the Project Committee for accreditation as TEEZ Level One Local Tutors.

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Programme Report : August to December, 1980 (continued)Level Two Courses:

Two students have so far enrolled for Level Two courses, one Anglican in Ndola for Course 241 and one United Church of Zambia member in Kitwe for Course 276.

In November, the Programme Organiser visited Mpika, Northern Province, where St. Andrew's Roman Catholic Parish plans to start conducting Course 241 in January, 1981.

The Anglican Diocese of Central Zambia plans to enrol some of its supplementary priests for Course 276 in March, 1981.

Work Projection for 1981.Tutor Training:

A) Courses for Level One Local Tutors from the participating churches to be organised in the following provinces (in order of priority):-

1. Southern (Choma, Livingstone)
2. Northern (Mpika, Kasama)
3. Central (Kabwe)
4. Luapula (Mansa)
5. Lusaka
6. Copperbelt (Mufulira, Kitwe)

B) The Roman Catholic Dioceses, through "IMPACT" and the I.P.C.T., to be informed about Level Two courses and tutors to be trained to conduct these courses according to the demand.

Course Development and Production:

- A) Cibemba : 1. Write and produce Tutors' Notes and Final Exams for Courses B178 and B185.
2. Organise translation and production of Courses B101 and B169.
- B) Citonga: Write and produce Tutors' Notes and Final Exams for Courses T161 and T177.
- C) Cinyanja : Obtain courses in Cinyanja and/or arrange translation of existing courses into Cinyanja.
- D) English : 1. Edit and produce Course 176.
2. Write and produce Tutors' Notes and Final Exams for Courses 169 and 179 "The Shepherd and his work".
3. Write and produce Courses 175, 174 "Anglican Church", 165 and 164.
4. Revise Courses 101 and 121.

Mr.C.J.King,
Programme Organiser:
1st December, 1980.

THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA

P.O. Box 28026, Parklands, Kitwe. head office: 15 Enos Chomba Rd. Kitwe

Supplementary Budget for July/December 1980

EXPENDITURE

Under ITEM ONE - PERSONNEL

Add: Clerical Assistant (full-time) 6 months only K600

Under ITEM TWO- OFFICE ACCOMODATION & MEETINGS

Add: Rent for Flat at 15 Enos Chomba Rd. Kitwe
(part of S.U. House) 7months June- December K1400

Total Extra Income
to be found

K2000

GRAND TOTAL OF INCOME TO BE FOUND FROM OTHER SOURCES
FOR CURRENT YEAR :

K5,400



(Revd) D.P.C. Curtis
Co-ordinator TEEZ Project

THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA

Approved Budget for 1980

EXPENDITURE

<u>Item One</u>	PERSONNEL	K	
	Mr. C. King (full-time - 7 months)	5,800	
	Rev. D. Curtis (20 per cent- part-time)	2,000	
	Transport & Programme Costs, per person	800	
	Secretary (Kitwe - part-time)	550	
			K9,150
<u>Item Two</u>	OFFICE ACCOMODATION & MEETINGS		
	Renting office/storage space (Mindolo)	600	
	Shelves at Barma Road House Lusaka	150	
	Project Committees (Transport)	400	
			K1,150
<u>Item Three</u>	PRODUCTION OF COURSES, PROGRAMME COSTS, TUTOR TRAINING ETC.		
	Tutors Training Courses: Accomodation & Transport	2000	
	Course Materials (assuming 100 students doing Level One and Level Two Courses)	1500	
	Office Expenses	800	
	Depreciation on Office Equipment	500	
			K4,800

Total Projected Expenditure:

K15,100

INCOME

<u>Item One</u>	PERSONNEL	
	Under this item, the largest proportion will come from the participating churches through salaries paid directly to the workers involved	7,800
<u>Item Three</u>	PRODUCTION ETC.	
	Grant from Rev. M. Galusha for Tutor Training	1,200
<u>Item Two</u>	OFFICE ETC.	
	Grants from U.C.Z. and C.ofC. (K600 each)	1,200
	Course Fees (assuming 100 students)	1,500
	Total Projected Income:	<u>11,700</u>

INCOME TO BE FOUND FROM OTHER SOURCES:

K3,400

THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

WORK PROJECTION : JULY 1980 - DECEMBER 1981.

Present Situation

Theological Education by Extension in Zambia is a joint project of the Anglican Church, the Churches of Christ and the United Church of Zambia.

The project offers courses on two levels:-

Level One : for lay leaders with little or no previous theological training.

Level Two : for leaders, ordained or lay, with some previous theological training.

The following courses are at present available from TEEZ:

Level One: IO1 Introduction to the Bible (3 workbooks)
IO2 God and His People (2 workbooks out of 16)
I2I Jesus Christ and His People (12 workbooks)

Bible { BI29 Yesu ni Mfumu (13 workbooks)
BI38 Amakalata cine lubali ya ku macalichi yonse (10 weeks)
BI73 Ukulanda na Lesa (10 weeks)
BI35 Ukupalamika abantu kuli Yesu (10 weeks)

Staffing { Level Two: 24I General Survey of Christian Doctrine (48 lessons)
36I Ethics (90 lectures)
276 Spirituality: walking closer with Jesus (48 lessons)

Staffing

The following work projection for the next eighteen months assumes that TEEZ will have the services of two full-time members of staff and a part-time Co-ordinator of the project.

- Staffing*
- (i) Clerical Assistant : concerned with production of material, as well as typing correspondence and the clerical work involved in enrolment of study groups and supply of material to tutors and students.
 - (ii) Programme Organiser : concerned with course development, the training of tutors for Level One study groups, the training of Level Two students and the marking of examinations done by students at both levels.
 - (iii) Co-ordinator : concerned with fund-raising, church relations and the supervision and planning of the other areas of work.

Areas of Work

The following projection deals with four areas of the work of TEEZ:-

- (a) Production of study material
 - (b) Course Development
 - (c) Training of Tutors
 - (d) Level Two training.
-) all at Level One.

The projection is based on the assumption that the present three participating churches will continue to be involved in the project. Should any other churches, such as the Reformed Church in Zambia or the Roman Catholic Diocese of Ndola, join the project, the work projection might have to be considerably revised.

- (a) Production of study material: the typing, printing and collation of workbooks and tutor's guides.
 - (i) Produce Tutor's Guides for Courses BI38, BI78 and BI85.
 - (ii) Produce Workbooks 3 to 16 of Course IO2.
 - (iii) Produce Workbooks 4 to 13 of Course BI29. - *Bible Course, Bible*
 - (iv) Level up stocks of Courses IO1 and I2I.
 - (v) Produce the four workbooks of Course I76: Preaching.

(b) Course Development:

(i) Prepare Tutor's Guides for Courses BI38, BI78 and BI85. These are translations into Cibemba of Evangelical Programmed Texts prepared under the auspices of the Association of Evangelicals of Africa and Madagascar (AEAM). They are offered by TEEZ, which also supplies a Local Tutor's Guide of ten lesson plans and a final examination for each of the courses.

(ii) Revise and edit Courses IO1, IO2, I2I and I76. These are courses prepared by the TEE College (Southern Africa). TEEZ adapts them for use in Zambia by revision of content and the addition of tests, practical assignments and discussion questions.

(iii) Rewrite training materials for Level One Local Tutors. TEEZ produced "Notes for TEEZ Tutors" for two training courses in February, 1980, and these notes need to be revised in the light of experience.

(iv) Co-ordinate the translation and writing of courses in Cibemba. Course BI29 was written by Father J-P. Belin W.F.; Courses BI38, BI78 and BI85 have been translated and published by the Churches of Christ, who are currently preparing other TEE texts in Cibemba. Mr. Kapika of the United Church of Zambia is translating Course IO1 into Cibemba; the United Church of Zambia has included Courses BIO1 and BI29 as options for its Lay Preacher studies.

(c) Training of Level One Tutors: TEEZ has already trained eighteen Level One Tutors for Copperbelt Province and five for Lusaka Province.

(i) Train Level One tutors for Kalomo, Livingstone and Sesheke Districts at a course in Livingstone in November 1980.

(ii) Train Level One tutors for Kasama and Northern Province at a course in Kasama in August 1981.

(iii) Train more Level One tutors for Copperbelt and Lusaka Provinces as required during 1981.

(d) Level Two Training: Seminars will be led by the Programme Organiser in Lusaka (For Lusaka Province) and Kitwe (For Copperbelt Province).

(i) Start Courses 24I, 276 and 36I.

(ii) Make available Courses 20I : Introduction to the Bible
and 25I : The Early Church: A.D. 29-500.

Note on Zambianisation of Staff

It is hoped that when the Co-ordinator leaves Zambia in 1982 a Zambian will be appointed by one of the participating churches to assist the Programme Organiser.

C. J. King,
TEEZ Programme Organiser:
July, 1980.

TEE - Theologische Laienausbildung

Die Kirchen in Zambia haben ein großes Problem. Es fehlen ihnen ausgebildete Pfarrer, die die wachsenden Gemeinden auf dem Land und in den Städten versorgen. Engagierte Gemeindeglieder betreuen ehrenamtlich die meisten Gemeinden. Sie sind oft sich selbst überlassen, theologisch wenig geschult und für die Leitungsaufgaben kaum vorbereitet.

Die eigene theologische Ausbildung ist für diese Kirchen wie für die meisten jungen Kirchen in Afrika und Asien eine Überlebensfrage geworden.

Die Vereinigte Kirche von Zambia hat zusammen mit der Anglikanischen Kirche vor zwei Jahren diese Herausforderung positiv aufgenommen und ein Ausbildungsprogramm für Laien beschlossen, das sich in anderen jungen Kirchen bewährt hat.

Dieses Programm heißt: "Theological Education by Extension". Man könnte es übersetzen mit "Theologische Ausbildung vor Ort". Es verfolgt drei Ziele:

- + Aktive Gemeindeglieder werden theologisch geschult und auf den pastoralen Dienst vorbereitet
- + Die Ausbildung geschieht vor Ort. Fragen der regionalen Tradition und Kultur werden aufgegriffen, in der die Verkündigung geschieht
- + Die strikte Aufteilung in "Geistliche" und "Laien" wird überwunden

In Zambia sind für dieses Programm zwei Theologen und eine Sekretärin zuständig.

Sie erstellen Materialien für Unterrichtseinheiten und führen Kurse in den verschiedenen Kirchenprovinzen durch.

Das Programm kostet Geld, das von den Kirchen leider noch nicht aus eigener Kraft aufgebracht werden kann. Sie haben uns darum um Hilfe gebeten, daß wir diese Aufgabe mit unterstützen. Für 1981 erhoffen sie sich von uns eine Beteiligung von 5000,-- DM

~~TEE - Theologische Laienausbildung~~

Die Kirchen in Afrika

Revd. D.P.C. Curtis
Theological Education by
Extension in Zambia
P.O. Box 28026
Parklands
Kitwe
Zambia

November 7, 1980

Dear David!

Thank you very much for your letter of October 23, 1980. Obviously you have not received my letter of October 16, 1980 before you wrote your letter. I have indicated that you can expect some money from the Dortmund Central Presbytery for this year. On the 18th of November they will have their meeting and will make their decision on the spending of their funds which are determined for mission work overseas. So after that date I hope to confirm my promise and transfer the donation.

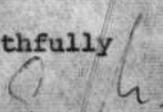
In your letter you have asked for some contribution to the 1981-budget of TEEZ. We discussed your request. I am glad to tell you that we are willing to contribute K 1.500,-- to that budget. But I would like to add that TEEZ cannot rely on expecting a certain amount for the annual budget permanently every year. As I told you we are very much interested in the TEEZ and we are very happy that it is getting off the grounds playing its important part in the theological training of the Church members.

But our financial resources are limited which means that we are not in the position to assist the Programme financially every year which I hope you will understand.

Best greetings to Mr. King and the members of the Project Committee.
May God bless your work.

I hope to see you next year when I shall visit Zambia again.

Faithfully


Erhard Mische

cc: Liaison Office

**THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA**

Mische

~~P.O. Box RW 244~~
~~Phone: 53079~~
~~Lusaka~~
~~Zambia~~

P.O. Box ~~5026~~ 28026
Parklands
Kitwe
Zambia



DC/ecm

23rd October, 1980.

Rev. E. Mische,
Gossner Mission,
Handjerystr. 19/20,
D-1000 Berlin 41,
WEST GERMANY.

Dear Erhard Mische,

I am enclosing for your information a copy of our new prospectus which shows the growing scope of the work of our project.

Mr. King and I were glad of the opportunity of meeting you at the U.C.Z. Synod Headquarters last July, and we are wondering if you have had any response from Churches in Germany to our appeal for financial assistance.

I am also sending you a copy of our budget for 1981 and would like to ask whether Gossner could contribute the sum of K1500.00 to that budget.

The TEEZ Project Committee will be meeting during the first week of December to hear whether we have been successful in our appeals for funds to meet that part of our budget which cannot be raised within Zambia. I should therefore be glad if I could hear from you before the end of November.

With best wishes,

Yours Sincerely,

(REVD.) D.P.C. CURTIS
TEEZ PROJECT CO-ORDINATOR.

Encs.

THEOLOGICAL EDUCATION BY EXTENSION
IN ZAMBIA

Proposed Budget for 1981

EXPENDITURE

Item One : Personnel

	<u>K</u>
Co-ordinator (Rev.D.Curtis) Part-time (20% salary & housing)	2,000
Transport & Programme Costs	400
Programme Organiser (Mr.C.King) Full-time (Salary & housing)	3,000
Transport & Programme Costs	1,000
Clerical Assistant (Mrs. Mwelwa) Full-time (Salary, Travel & ZNPF)	1,224

K7,624

Item Two : Office Accomodation and Meetings

Rent for Offices in Scripture Union House	2,400
Electricity and Water for offices	240
Purchase of new Office Equipment	1,000
Depreciation on present Office Equipment	700
Storage Charges to United Church Publications for paper	120
Transport costs of members of TEEZ Project Committee	400

K4,860

Item Three : Tutor Training and Course Production

Training Courses for Local Tutors (Southern & Northern Provinces)	1,000
Production of Courses	2,000

K3,000

Total Projected Expenditure: K15,484

INCOME

From Methodist Missionary Society (Salary of Rev.D.Curtis)	2,000
From U.S.P.G. (Salary of Mr.C.King)	3,000
From Zambia Anglican Council (Programme & Travel costs of Mr.C.King)	1,000
Course Fees from Students of T.E.E.Z.	2,000

Total Projected Income K8,000
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Income to be found from other sources K 7,484
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PLANNED FOR 1981

- Level One:** 161 Following Jesus
(50 lessons; Fee: K5)
- 164 Understanding Leadership
(10 lessons; Fee: K5)
- 165 Christian Stewardship
(10 lessons; Fee: K5)
- 169 Christian Family Living
(50 lessons; Fee: K5)
- 175 The Work of a Church Elder
(10 lessons; Fee: K5)
- 176 Preaching
(4 workbooks; Fee: K7)
- 177 Powerful Bible Teaching: Intro-
duction to Christian Education
(50 lessons; Fee: K5)
- Level Two:** 201 Introduction to the Bible
(48 lectures; Fee: K30)
- 221 Introduction to the New Testament
(48 lectures; Fee: K30)
- 251 The Early Church, A.D. 29-500
(48 lectures; Fee: K30)
- 302 Old Testament History and Back-
ground
(96 lectures; Fee: K40)

If you are interested in participating in TEEZ - as a church or mission, as a student or as a Local Tutor, write to: The Co-ordinator, TEEZ, P.O. Box 28026, KITWE, ZAMBIA.

TEEZ THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

Postal Address:
P.O. Box 28026
Parklands
KITWE

Office Address:
15 Enos Chomba
Avenue
KITWE - Zambia.

TEEZ THEOLOGICAL EDUCATION BY EXTENSION IN ZAMBIA

“... to prepare all God's people for the work of
Christian service...”
(EPHESIANS 4: 12)

PROSPECTUS 1980 - 1981

A joint project of several churches for the purpose
of training church leaders in their various ministries.

Courses on Two Levels

Level One: for lay leaders with little or no previous theological training. This level can be used for training Lay Preachers, Sunday School teachers, leaders of Basic Christian Communities or Section Prayer Groups, Youth Club Leaders, etc.

Level Two: for leaders, ordained or lay, with some previous theological training. This level can be used for the in-service training of clergy and other full-time church workers.

On both levels, TEEZ courses involve **study at home** of lessons or workbooks provided by TEEZ and **discussion** of the practical application of what is being studied at weekly, fortnightly or monthly group meetings, with a trained tutor.

For each course there is a fee which must be paid before a student can begin to study the course.

Church Participation

At present there are three churches fully participating in the TEEZ Project — the Anglican Church, the Churches of Christ and the United Church of Zambia.

On joining the Project, each fully participating church gives to TEEZ a non-recurrent capital grant of K600 as a sign of commitment to the Project.

TEEZ is controlled by a Project Committee, on which each fully participating church has three representatives and one vote.

Project Staffing

At present the Project has one part-time and two full-time members of staff. There are —

— **Co-ordinator** (part-time) concerned with fund raising, church relations and the planning and supervision of the whole project.

— **Programme Organiser** (full-time) concerned with course development, training tutors for

Level One study groups, supervising the work of Level Two students and marking the examinations written by students at both levels.

— **Clerical Assistant** (full-time) concerned with the production of course books and other study materials.

The Co-ordinator and the Programme Organiser are seconded to the Project by their churches, and their churches provide their salaries and programme expenses. At present both these positions are filled by expatriates; it is hoped that a Zambian will be appointed to one of these posts before the end of 1981.

Geographical Spread

The offices of TEEZ are in 15 Enos Chomba Avenue (Scripture Union House), at the junction of Independence Road with Enos Chomba Road, near the centre of Kitwe.

At present Level One courses are offered only in Lusaka and Copperbelt Provinces. There are 22 Local Tutors for TEEZ Level One courses — in Chingola (2), Chililabombwe (1), Kafue (1), Kalulushi (1), Kitwe (3) Luanshya (3), Lusaka (5), Mufulira (3) and Ndola (3).

During 1981 TEEZ hopes to train more Local Tutors to conduct Level One courses in Northern and Southern Provinces, as well as training more Local Tutors for Copperbelt and Lusaka Provinces.

Level Two courses are all supervised by the Programme Organiser and are open to qualified people anywhere in Zambia.

Certification

Any student who successfully completes a TEEZ course at Level One or Level Two, receives a **Certificate of Achievement** for that course.

TEEZ does not offer Degrees or Diplomas, but it acts as a centre for people studying for the Diploma in Theological Studies offered by the TEE College (Southern Africa).

Courses Currently Available in Bemba

Level One: B129	Yesu ni Mfumu (13 workbooks; Fee: K10)
B138	Amakalata cine lubali ya ku macalici yonse (50 lessons; Fee: K5)
B178	Ukulanda na Lesa (50 lessons; Fee: K5)
B185	Ukupalamika abantu kuli Yesu (50 lessons; Fee: K5)

PLANNED FOR 1981

In Bemba:

Level One: B101	Ukulondolola Baibele (10 workbooks; Fee: K10)
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In Tonga: Various Level One courses at K5 each.

Courses Currently Available in English

Level One: 101	Introduction to the Bible (8 workbooks; Fee: K10)
102	God and His People: Introduction The Old Testament (16 workbooks; Fee: K10)
121	Jesus Christ and His People: Introduction to the New Testament (12 workbooks; Fee: K10)
Level Two: 241	General Survey of Christian Doctrine (48 lectures; Fee: K20)
276	Spirituality: Walking Closer with Jesus (48 lectures; Fee: K20)
361	Ethics (96 lectures; Fee: K30)

, 16th October 1980

Erhard Mische

Rev. David Curtis
Co-ordinator TEEZ Project
P.O. Box 28026
Parklands
Kitwe, Zambia

Dear David:

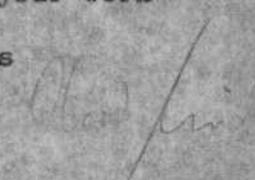
It has taken some time to find out financial sources that could help you to balance the TEEZ- budget of this year. Now I want to inform you that you can expect ca. DM 10.000,-- for this purpose at the end of this year. Some congregations in Berlin and Westfalia are willing to support the program. I hope that this promise will help you to fulfill the various programs which you have planned for 1980.

How things are going? Have you started already the activities in the Southern Province?

How do you feel about the prospects on the budget situation in the future? Do you think that TEEZ is able to become financially independent and freeing itself on depending on outside assistance? The other day I read a paper on the different TEE-Programs all over the world which has come to the conclusion that in most of the cases financial assistance from abroad is still prevalent.

Best greetings and wishes
for your work

Yours


c/o Hans-Martin Fischer, liaison officer
Lusaka

TEE

Herrn Sup.
Dr. Klaus von Stieglitz
Jägerstraße 5

4600 Dortmund

Berlin, den 18.8.80

Lieber Bruder von Stieglitz!

Wie schon am Telefon kurz angedeutet, möchte ich mich mit der Bitte an Sie wenden, das TEE (Theological Education by Extension)-Programm in Zambia für dieses Jahr mit zu unterstützen.

Die drei Kirchen- Anglican, Churches of Christ und United Church of Zambia - hatten Anfang 1978 zusammen dieses Programm begonnen, um die qualifizierten Laien und Gemeindeleiter in den ländlichen Gemeinden theologisch zu schulen und für die geistliche Aufgabe und Leitungsfunktion besser auszurüsten. Anfang 1979 sind die ersten Kurse in Zambia selbst erstellt. Das Grundmaterial wurde vom TEE-Zentrum, Süd-Afrika, gekauft.

Der Haushalt für dieses Jahr ist mit ca. 10.000,-- DM noch ungedeckt. Rev. Curtis, UCZ, und Rev. King, Anglican Church, sind für das Programm verantwortlich. Sie hatten mir beim letzten Besuch den gegenwärtigen Stand der Planung und Arbeit beschrieben und dabei die Bitte vorgetragen, ob wir zum Ausgleich des ungedeckten Jahreshaushaltes 1980 einen Beitrag leisten können.

Die Gossner Mission, vertreten von Clem Schmidt, war von Anfang an am TEE-Programm beteiligt gewesen und hat sich auch finanziell engagiert. Es ist natürlich unsere Meinung, daß das Programm ohne fremde Hilfe existenzfähig sein muß. Da es aber noch in den Anfängen steht, scheint es mir angebracht, daß wir auf diese Bitte positiv reagieren. Leider ist der Zambia-Haushalt weithin ausgeschöpft, so daß unser Spielraum in Berlin begrenzt ist. Aber vielleicht sehen Sie eine Möglichkeit, von Ihrem Kirchenkreis aus etwas zu machen.

TEE ist ja mittlerweile in der Ökumene ein Begriff geworden als Versuch der jungen Kirchen, alternativ auf den gravierenden Pfarrermangel zu reagieren und eine Theologie zu entwickeln, die vom Kontext mit bestimmt wird.

Klaus Jähn hat sich als Tutor in der Gwembe-Region zur Verfügung gestellt. Ich wäre Ihnen sehr dankbar, wenn Sie diese Bitte wohlwollend aufnehmen können. Als Anlage füge ich den Haushalt bei.

Soeben erhalte ich Ihren Brief an Bruder Kriebel. In der Anlage sind die bisher angemeldeten Kuratoren aufgelistet mit den entsprechenden Anmeldungen zum Predigtendienst.

Mit brüderlichen Grüßen
Ihr

Erhard Mische

Anl.