

CERTIFICATE IN YOUTH MINISTRY STUDIES

PROGRAM OVERVIEW AND COURSES

The Certificate in Youth Ministry Studies is a two year educational program designed to provide participants with the foundations, principles, and skills for ministry with youth. The Youth Ministry Certificate Program includes eight courses taught in eight weekends over a two year period. The curriculum includes the following courses:

Principles of Youth Ministry

Principles of Youth Ministry in a Multi-cultural Church

OR

Foundations of Christian Ministry

Leadership Processes for Youth Ministry

Leadership Skills for Youth Ministry

Fostering The Faith Growth of Youth Through Evangelization and Catechesis

Fostering The Faith Growth of Youth Through Prayer and Worship

Fostering The Faith Growth of Youth Through Justice and Service

Fostering The Faith Growth of Youth Through Pastoral Care

All courses in the Certificate in Youth Ministry Studies program have been designed to promote a multi-cultural and family perspective in youth ministry. The multi-cultural focus seeks to raise the level of cultural awareness of all participants and to assist them in developing multi-cultural approaches in their ministry with youth. Using the NCCB paper, A Family Perspective in Church and Society, the family focus seeks to assist the participants to integrate a family perspective into their ministry with youth and develop approaches for ministry with the families of youth.

Each of the eight courses in the Certificate program includes four learning dimensions: (1) a weekend intensive program taught by a faculty member from the Center for Youth Ministry Development, (2) course readings, (3) one small group learning team meeting, organized geographically, to discuss the general session content and course readings, and (4) a report based on the participant's application of his or her learning from course.

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Each learner is responsible for demonstrating a fundamental understanding of scripture and theology before a Certificate is awarded. Each learner's scriptural and theological background is assessed and a learning plan designed to respond to his or her learning needs.

The faculty for the Youth Ministry Certificate Program is the staff (Core Staff and Adjunct Staff) of the Center for Youth Ministry Development. Staff members combine academic credentials (M.A. or better) with years of youth ministry training and graduate youth ministry teaching.

The Certificate Curriculum is flexible enough to be adapted by a sponsor to build on an existing lay ministry formation program or to be integrated within a graduate program in religious education, pastoral ministry, or other related field.

Upon completion of all the requirements for the 8 courses and demonstration of his or her understanding of the core areas of theology and scripture, participants will receive the nationally recognized Certificate in Youth Ministry Studies from the Center for Youth Ministry Development and the sponsoring diocese and/or college.

THE SCHOOL OF CHRISTIAN FORMATION

PROGRAM OVERVIEW AND COURSES

The School of Christian Formation for the Diocese of Palm Beach, offers a series of classes and programs for adult Catholics who wish to learn more about the rich traditions of their faith. The programs are available in both English and Spanish. Classes provide introductions to the major topics and historical periods of the Catholic faith.

Course of Study

Each class in the School of Christian Formation will meet for a total of twelve hours. Classes will be scheduled at various times (days, weeknights and weekends) and locations throughout the diocese depending on demand. Instructors in the program will have a Master's or doctoral Degree in Theology, or be qualified to teach their subject. Persons may audit or take individual courses for credit as desired, or follow the entire three year program which concludes with the granting of a *Certificate of Completion*.

Year One: Knowing Our Faith

Old Testament Introduction
New Testament Introduction
Christology
Ecclesiology and Mariology

Year Two: Celebrating Our Faith

Theology and History of the Church
Sacraments
Liturgy
Vatican II

Year Three: Living Our Faith

Morality
Social Doctrine
Spirituality
Pastoral Ministry

Goals of the School of Christian Formation

- To nourish and challenge Catholics with a deeper personal understanding of their faith tradition
- To enable participants to bring this experience to their families, friends, places of work and ministry.
- To explore the Catholic tradition from our local context as a diverse Church with members of different cultural backgrounds and with varying ministerial needs.

- To situate our experience of faith, Church and ministry in light of the teachings and documents of the Second Vatican Council.

Class and Program Requirements

In addition to class attendance and participation, each class will have an assigned textbook. Readings will be decided by the instructors. Those participants who audit courses will be encouraged to do the reading and to actively participate in the classes. Those who desire to receive a Certificate of higher LEVEL Catechist Certification will be required to do a small amount of writing for each course. In general participants who miss more than two classes will not be granted credit. However, special circumstances may be taken into consideration by the instructors. The instructor of each course will determine which students have earned credit for the course.

In mid-August a day-long retreat will be offered for those wishing to participate in the School of Christian Formation. This gathering is required at least once for students seeking the Certificate, but all participants in the SCF are invited. Similarly, a retreat experience will be offered in May upon completion of the school year. Graduations will be held in conjunction with *La Escuela de Formacion Cristiana*, our sister program in the diocese that offers similar courses in Spanish.

Courses for the School of Christian Formation are also available through the Searchlight Virtual School.

The fee for each course is \$10.00 plus the price of the text book. Participants will register and purchase books at the first class meeting. For more information regarding the School of Christian Formation and their courses, dates and times, please contact:

Deacon Jaime Zapata, Director
School of Christian Formation and Office of Hispanic Ministry
(561) 775-9506 or 775-9544 Phone
(561) 775-9556 Fax
email jaizapata@diocesepb.org

SEARCHLIGHT VIRTUAL SCHOOL

online courses

PROGRAM OVERVIEW AND COURSES

This series of online courses are rich in content and offer opportunities to reflect on the ways your faith is lived. Interactive programs use audio and on-screen visual learning techniques. Electronic class materials are easy to download and ready to use. This online program is easy to navigate thru and convenient, you can do the courses at your leisure and pick up where you left off if interrupted. Diocesan Catechist Certification or *Certificate of Completion* are available thru the Searchlight Virtual School.

Courses of Study

Basic Certificate [Parish Catechists] / **Foundation Certificate** [Catholic School Teachers]

- Foundational Principles and Practices for Catechists
- Foundations Course 1: Getting to Know Vatican II
- Foundations Course 2: An Introduction to the RCIA
- Foundations Course 3: Catechesis - Passing on the Faith:
an overview of the *General Directory for Catechesis*

Intermediate Certificate [Parish Catechists] / **LEVEL ONE Certificate** [Catholic School Teachers]

In addition to the Basic Certificate courses you must complete the following two courses:

- Foundations Course 4: Building a Culture of Life: The Church's Social Teachings
- Foundations Course 5: Living Vatican II Today

Also offered through Searchlight Virtual School is online Faith Formation for Youth. These interactive programs for students Grade 7 through high school utilize audio and visual learning techniques. A step-by-step learning system requires minimal supervision and fulfills the curriculum guidelines for religious education for the Diocese of Palm Beach. Easy to download worksheets, quizzes and tests. A Youth Evangelizer Certificate is granted upon completion of Basic and Intermediate classes.

Youth Evangelizer Basic

- Searchlight on Faith - The Basics
- Deepening Your Knowledge and Faith in the Person of Jesus Christ
- Confirmation: Seven Symbols in One Sacrament

Youth Evangelizer Intermediate

- Contemporary Issues Course
- Building a Culture of Life - The Church's Social Teachings
- The Scorpion Files

School of Christian Formation Classes online

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Class and Program Requirements

- Computer A high speed internet connection along with Shockwave Player, Flash Player and Acrobat Reader are necessary to access the online courses. Each can be downloaded at no cost from the Adobe website.

- Enrollment Click on the “Enrollment Process” button and follow the five easy steps. You can download, complete the enrollment form, and “click” to submit the Form electronically to our office. We’ll review your information, call to discuss your questions and concerns, and you’ll registered.

- Subscribe The fee of \$30.00 a year allows the student the opportunity to complete either the Basic or Intermediate level courses.

- Registration Download and complete the class registration Form and return it with the click of a button.

- Downloadable Class Materials The materials needed to complete each class are sent as an e-mail attachment, just open, save, and use.

For more information on the Searchlight Virtual School you may contact:

Michelle Willis, Director
P.O. Box 690295, Vero Beach, FL 32969
(772) 563-9457
oeplib@mpinet.com
www.SearchlightVS.com

Donna Palazzo, Executive Administrator
(772) 388-8714
dfpalazzo@comcast.net

LOYOLA INSTITUTE FOR MINISTRY EXTENSION PROGRAM (LIMEX)

The Loyola Institute for Ministry Extension Program uses a practical theology process which engages students in a rhythm of action and theological reflection on their specific ministries. The courses offered by Loyola University provide women and men in ministry and religious education with an informed theological vision in the Catholic tradition. The unique adult learning in theology offers students a spiritual formation process that also promotes the development of practical ministerial skills leading to professional competency. Students critically reflect on both content and experience as they consider and correlate the richness of the Christian tradition with the sociocultural, institutional, and personal contexts of their ministries.

In partnership with a sponsoring diocese, the Loyola Institute for Ministry offers its degree and certificate programs on-site in the sponsor's area. The common curriculum courses are taken sequentially in a learning group, led by a master's-level, Loyola-certified facilitator under the direction of Loyola faculty. The 10 sessions for each course are designed by Loyola faculty and incorporate a variety of reflection methods and learning approaches, along with faculty lectures provided in electronic format and supplemental videos that bring national scholars into the learning groups. Focus area courses are taken in a semi-independent study format.

Common Curriculum Courses (30 Credit Hours)

- Introduction to Practical Theology
- Jewish Roots of Christian Faith
- Christian Origins: Intro to New Testament
- Grace, Christ, and Spirit
- Church, Sacraments, and Ministry
- Spirituality, Morality, and Ethics
- Faith Development and Spirituality
- Pastoral Leadership and Organization
- Pastoral and Educational Praxis

Focus Areas (6 Credit Hours)

- Pastoral Life and Administration
- Christian Spirituality for Ministers
- Youth Ministry
- Small Christian Community Formation
- Religion and Ecology
- Marketplace Ministry
- Hispanic Ministry
- Religious Education

Programs of Study

- Master of Religious Education (M.R.E.) - 36 credits
- Master of Pastoral Studies (M.P.S.) - 36 credits
- Post-Master's Certificate in Pastoral Studies - 12 credits

Both 36 credit-hour programs and the 12 credit-hour program are also available on a continuing education Certificate basis:

- Certificate in Religious Education (C.R.E.) - 36 credits
- Certificate in Pastoral Studies (C.P.S.) - 36 credits
- Advanced Continuing Education Certificate in Pastoral Studies - 12 credits

The educational philosophy and curriculum of the LIMEX program are based on sound principles of adult education and theological reflection.

Two major principles have shaped this program:

*The Learner is Central
Ministry Always Takes Place Within a Context*

For more information about the LIMEX Program, Registration and Tuition you may contact Terence McCorry, Director Office of Campus and Young Adult Ministry (561) 775-9550 terence@diocesepb.org

ECHOES OF FAITH / ECOS DE FE

Echoes of Faith/*Ecos de Fe* is a multimedia Catechist Training program that includes three Catechetical modules, five Theology modules, and five Methodology modules.

Catechetical Modules

- Getting Started as a Catechist **
- Roles of the Catechist *
- The Person of the Catechist **

Methodology Modules

- Introduction to the Learner
- Methods for Grades 1 & 2
- Methods for Grades 3 & 4
- Methods for Grades 5 & 6
- Methods for Grades 7 & 8

Theology Modules

- I Believe/We Believe *
- Liturgy and Sacraments **
- Catholic Morality **
- Prayer and Spirituality **
- Introduction to the Scriptures*

Serie Catequetica

- La iniciacion del catequista
- Las funciones del catequista
- La persona del catequista

Serie Metodologica

- Introduccion al catequizando
- Metodos para 1 y 2 Grados
- Metodos para 3 y 4 Grados
- Metodos para 5 y 6 Grados
- Metodos para 7 y 8 Grados

Serie Teologica

- Creo/Creemos
- Liturgia y Sacramentos
- Moralidad catolica
- Oracion y espiritualidad
- Introduccion a la Sagrada Escritura

Each parish/school should have a person who has been trained to facilitate this formation program. Catechist Certification will only be granted to individuals who have taken the course from a trained facilitator.

In the Fall the office of Catechetical Leadership and Youth Ministry Formation will host a Certification Information Day at which time participants can be trained to facilitate the Echoes of Faith/*Ecos de Fe* program in their respective parishes/schools.

School Certification

* Completion of these three modules the Catholic School Teacher would earn the **Foundation Certificate**.

** With the Foundation Certificate and the addition of these five modules the Catholic School Teacher would earn **LEVEL ONE Certificate**

Parish Catechist Certification

■ Completion of the Catechetical Modules + Methodology Modules the Parish Catechist would earn the **BASIC Certificate**

■ With the BASIC Certificate and completion of the Theology Modules the Parish Catechist would earn the **INTERMEDIATE Certificate**

CATECHIST CERTIFICATION SCHOOLS

There are two options available for obtaining the Catechist Certification needed for teaching in the Diocesan schools: Echoes of Faith, a school-based program, and the Searchlight Virtual School, an internet-based program. ([Http://www.SearchlightVS.com](http://www.SearchlightVS.com))

There are four levels of certification available for Catholic School Teachers: Foundation Certificate, LEVEL ONE Certificate, LEVEL TWO Certificate, and LEVEL THREE Certificate.

Foundation Certificate

All teachers in elementary and high school must attain a Foundation Certificate.

Echoes of Faith: Foundation Certificate	Searchlight Virtual School: Foundation Certificate
<ul style="list-style-type: none"> ● I Believe/We Believe ● Introduction to Scriptures ● Roles of the Catechist 	<ul style="list-style-type: none"> ● Foundational Principles and Practices for Catechists ● Foundations Course 1: Getting to Know Vatican II ● Foundations Course 2: An Introduction to the RCIA ● Foundations Course 3: Catechesis-Passing on the Faith: <i>An overview of the General Directory for Catechesis</i>

LEVEL ONE Certificate

All elementary school teachers who teach one or two classes of Religion must obtain a LEVEL ONE Certificate.

Echoes of Faith: LEVEL ONE Certificate	Searchlight Virtual School: LEVEL ONE Certificate
<p>In addition to the Foundation Certificate Modules listed above, complete the following:</p> <ul style="list-style-type: none"> ● Getting Started as a Catechist ● The Person of the Catechist ● Liturgy and Sacraments ● Catholic Morality ● Prayer and Spirituality 	<p>In addition to the Foundation Certificate Courses listed above, complete the following:</p> <ul style="list-style-type: none"> ● Foundations Course 4: Building a Culture of Life: <i>The Church's Social Teachings</i> ● Foundations Course 5: Living Vatican II Today

LEVEL TWO and LEVEL THREE Certificates

All elementary school teachers who teach three or more classes of Religion must obtain a LEVEL TWO Certificate.

All high school teachers who teach Religion must obtain a LEVEL THREE Certificate.

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LEVEL TWO Certificate

Earn the Foundation and LEVEL ONE Certificates noted above and then enroll in the Diocesan School of Christian Formation and complete four courses.

LEVEL THREE Certificate

Earn the Foundation and LEVEL ONE Certificates noted above and then enroll in the Diocesan School of Christian Formation and complete eight courses, OR possess a Bachelor’s or Master’s Degree in Religious Studies, Theology, or Pastoral Ministry.

The School of Christian Formation

This is a diocesan sponsored adult faith formation program consisting of 12 courses. These courses are offered at various locations throughout the diocese. Typically, a student completes four courses per year over a three year period. The School of Christian Formation now has an online division provided by the Searchlight Virtual School, courses are offered through this online division.

Those who have already earned their Foundation and LEVEL ONE Certification through the Searchlight Virtual School automatically receive credit for the Vatican II and the Social Doctrine courses, but must complete an additional four courses to obtain a LEVEL TWO Certificate or an additional eight courses to obtain the LEVEL THREE Certificate.

LEVEL TWO Certificate	LEVEL THREE Certificate
<p>1. Must have earned a Foundation and LEVEL ONE Certificate either through Echoes of Faith or the Searchlight Virtual School.</p> <p>2. Enroll in the School of Christian Formation</p> <p>3. Complete four School of Christian Formation courses*</p> <p>* For those who earned a Foundation and LEVEL ONE Certificate through the Searchlight Virtual School, the additional four courses cannot include Vatican II or Social Doctrine, since credit for these courses is awarded automatically.</p>	<p>1. Must have earned a Foundation and LEVEL ONE Certificate either through Echoes of Faith or the Searchlight Virtual School.</p> <p>2. Enroll in the School of Christian Formation</p> <p>3. Complete eight School of Christian Formation courses*</p> <p>* For those who earned a Foundation and LEVEL ONE Certificate through the Searchlight Virtual School, the additional eight courses cannot include Vatican II or Social Doctrine, since credit for these courses is awarded automatically.</p>
OR	
<p>Possess a Bachelor’s or Master’s Degree in Religious Studies, Theology, or Pastoral Ministry.</p>	

Schools (9)

CATECHIST CERTIFICATION PARISHES

There are two options available for obtaining Catechist Certification in the Diocese of Palm Beach: Echoes of Faith, a parish-based program, and the Searchlight Virtual School, an internet-based program. ([Http://www.SearchlightVS.com](http://www.SearchlightVS.com))

There are three levels of certification available for Catechists: Basic, Intermediate, and Advanced. Basic and Intermediate Certification are required for all catechists who teach in parish programs, but all catechists are encouraged to also obtain Advanced Certification.

BASIC Certification

Echoes of Faith: BASIC Certificate	Searchlight Virtual School: BASIC Certificate
<ul style="list-style-type: none"> ● Getting Started as a Catechist ● Roles of the Catechist ● The Person of the Catechist ● Introduction to the Learner ● Methodology: <ul style="list-style-type: none"> Grades 1-2 Grades 3-4 Grades 5-6 Grades 7-8 	<ul style="list-style-type: none"> ● Foundational Principles and Practices for Catechists ● Foundations Course 1: Getting to Know Vatican II ● Foundations Course 2: An Introduction to the RCIA ● Foundations Course 3: Catechesis - Passing on the Faith - <i>An Overview of the General Directory for Catechesis</i>

INTERMEDIATE Certification

Echoes of Faith: INTERMEDIATE Certificate	Searchlight Virtual School: INTERMEDIATE Certificate
<p>In addition to the BASIC Certificate Modules listed above, complete the following:</p> <ul style="list-style-type: none"> ● I Believe/We Believe ● Introduction to the Scriptures ● Liturgy and Sacraments ● Catholic Morality ● Prayer and Spirituality 	<p>In addition to the BASIC Certificate Courses listed above, complete the following:</p> <ul style="list-style-type: none"> ● Foundations Course 4: Building A Culture of Life: The Church's Social Teachings ● Foundations Course 5: Living Vatican II Today

ADVANCED Certification

One must first earn the BASIC and INTERMEDIATE Catechist Certification and then enroll in the School of Christian Formation (a diocesan sponsored adult faith formation program) to earn the ADVANCED Catechist Certification. The School of Christian Formation consists of 12 courses. The courses are offered at various locations throughout the diocese. Typically, a student completes four courses per year over a three year period. Those who have already earned their BASIC and INTERMEDIATE Certification through the Searchlight Virtual School automatically receive credit for the Vatican II and Social Doctrine courses upon enrollment in the School of Christian Formation, but must complete the remaining 10 courses to obtain the ADVANCED Catechist Certification.

The School of Christian Formation now has an online division. Courses are offered online through the Searchlight Virtual School.

The School of Christian Formation issues the **AGENT OF EVANGELIZATION Certificate** to all who complete the three year, twelve-course cycle. So Catechists who complete this advanced level will receive two certificates, one which is issued through the Office of the School of Christian Formation (AGENT OF EVANGELIZATION Certificate) and one which is issued through the Office of Catechetical Leadership and Youth Ministry Formation (ADVANCED Catechist Certification).

ADVANCED Certification
<ol style="list-style-type: none">1. Must have earned the BASIC and INTERMEDIATE Certification either through Echoes of Faith or the Searchlight Virtual School.2. Enroll in the School of Christian Formation3. Complete the remaining 10 School of Christian Formation Courses* <p>* For those who earned the BASIC and INTERMEDIATE Certification through the Searchlight Virtual School, the additional ten courses cannot include Vatican II or Social Doctrine, since credit for these courses is awarded automatically.</p> <p style="text-align: center;">OR</p> <p>Possess a Bachelor's or Master's Degree in Religious Studies, Theology, or Pastoral Ministry</p>

Parishes (7)

Catechist Certification Handbook

Diocese of Palm Beach

Office of Catechetical Leadership and Youth Ministry Formation

Certification Handbook revised: 2009

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