

Background to revised Level One Curriculum:

The Diocese of Tucson recognizes the need to promote adequate formation in the faith and training in appropriate pastoral skills for all those who serve within its parishes and Catholic schools, whether in a paid or volunteer position. The requirements for this formation in the past have included three aspects:

- scriptural and theological study,
- spiritual formation based on a profound understanding of each baptized person's call to discipleship,
- training in the pastoral skills needed to minister more effectively within Catholic Schools and parishes.

These three aspects of formation are integral to all certification recognized by the Diocese. They are Level I, Level II and Lay Ecclesial Ministry Certification, each of which has its own requirements.

Although the requirements for completion of each level of certification have been in effect since the mid 1990's, the actual program of formation for each level had not been adequately developed until 2004.

A diocesan committee was established in 2002-03 to revise and develop the Level I curriculum, which includes clear objectives. The newly developed curriculum for Level I Ministry Certification attempts to set forth a curriculum for this level of formation that can be followed in all parts of the Diocese by anyone responsible for offering this formation.

When did the new Level I curriculum go into effect?

The new curriculum went into effect in August of 2004. The committee designated Sept. 2003 – Aug. 2004 as a transitional year. Training implemented by the Jordan Ministry Team, the Office of Catechesis, or the Office of Catholic Schools has followed the new curriculum.

How does the *Echoes of Faith* program relate to Level One certification?

Completing the *Echoes of Faith* training program will meet all the requirements for Level I certification, except for three topic areas, which must be obtained outside of *Echoes of Faith*:

- **Safe Environment Education: Mandatory Reporting and Personal Safety**
- **Cultural Diversity and Faith and Impact of Culture on Faith Expression in the Church**
- **Catholic Social Mission.**

The committee has developed materials (both written and video) available to parishes for use in these areas not covered by *Echoes of Faith*.

To meet the ministry certification requirements for Level I using *Echoes of Faith*, participants must utilize the workbooks for each section of the *Echoes of Faith* series. In addition, the person facilitating the *Echoes of Faith* formation at the parish/school would need to have received training/orientation in use of the materials. This training can be obtained through the services of the Jordan Ministry Team, the Office of Catechesis, or the Office of Catholic Schools.

How are the requirements for Level I certification fulfilled according to the new curriculum?

- I Implementing formation programs for those in catechetical and related ministries using *Echoes of Faith* as described in the preceding paragraph.
- II Implementing the Level I curriculum with a single instructor or a series of instructors (i.e., Jordan Ministry Team) with someone serving as overall coordinator.

Note: Separate workshops (i.e., conferences, LA Congress, internet courses, other video series, etc.) offered locally, regionally or nationally which cover segments of the Level One curriculum may apply toward a participant's certification *only if* the workshop in question meets the content and experience objectives of the level one curriculum. Workshop descriptions from flyer or conference brochure must be provided.

Procedure to follow when required hours are completed

After completing the required hours for level one certification, individuals should send a copy of this documentation, with a letter requesting Level One certification, to the appropriate diocesan office listed below. They should also give a copy to their immediate ministry supervisor (DRE, school principal, etc.). The diocesan office will then process the request for certification and mail the level one certificate to the individual.

Renewal of Certification

To maintain certification at any level, teachers and catechists need to accrue a minimum of 20 contact hours every three years in at least two areas of study. (Spiritual Formation, Scripture, Theology Foundations, Liturgy/Sacraments, Christian Morality, and Methodology).

Catholic school teachers and parish catechists should keep their own records of the workshops, conferences, etc., they participate in during the year. Once they have acquired the 20 hours, they should send copies of this documentation to the appropriate office (see below). A certificate of renewal will then be sent to the individual.

Office of Catechesis
Michael Berger
Director

Department of Catholic Schools
Sister Ruthmary Powers, H.M.
Program Coordinator

All correspondence to: P.O. Box 31 • Tucson, AZ • 85702