

**DIOCESE OF TUCSON
LEVEL II MINISTRY CERTIFICATION
CURRICULUM**

Level II courses move toward ministry specialization with increased hours. Foundational courses of Level I are expanded and treated in greater depth. Participation would ordinarily be for someone who would have greater responsibility and authority in a ministerial setting.

Pre-requisites:

1. Completion and documentation of Level I Certification
2. Two or three years experience in authorized or supervised ministry
3. Letter from your Pastor
4. Letter of recommendation from a parish representative, Director of Religious Education or Principal
5. Completion of application and expression of intent to complete the required 80 hours
6. Statement of Compliance with Diocesan Policies and Guidelines

Strongly recommended for:

1. Adult faith Coordinators
2. Youth Ministry Directors
3. Directors of Religious Education
4. Principals
5. RCIA Directors

Also recommended for those teaching adults or youth, facilitating Level I courses, ministers who want to deepen their knowledge of the faith and develop skills for service in any of the above areas of ministry.

Level II Instructors:

1. An instructor should have proper credentials and be approved by the
2. An instructor must have an Advanced Degree in Theology or the equivalent
3. An instructor must have competencies in the following areas:
 - a. Communication skills
 - b. Effective group facilitation
 - c. Adult Pedagogy

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How administered:

1. Courses will be presented through the collaborative efforts of the Jordan Ministry Team, Office of Formation, Office of Catechesis, and the Department of Catholic Schools
2. The Diocese must approve the content of all courses taken for Level II Certification
3. The course objectives of the Level II Curriculum are to be followed
4. Approval will be required from the Office of Formation and/or the Office of Catechesis in order to attend a Level II formation class that originates outside the Diocese. A maximum of 12 hours will be allowed for participation in these courses
5. A minimum of eight to ten participants is required for classes led by the Diocese
6. The courses should meet a minimum of three weeks with two-hour sessions
7. Due to the nature of adult learning styles, papers and/or projects will be required
8. Courses generally cannot be completed through independent study

Certification:

1. Certification for Level II will be issued through the Diocesan Office of Formation and/or the Office of Catechesis
2. Level II Certification should be completed within a seven-year period
3. In order to maintain the Level II Certification, twenty hours of continuing religious education in at least two areas of study will be required every three years