

Formation for Christian Service

Our Goal

Formation for Christian Service is a collaborative effort of the offices of the Pastoral Ministries Division. The goal of Formation for Christian Service is to assist the parishes of the Archdiocese of Santa Fe in providing opportunities for THEOLOGICAL and SPIRITUAL FORMATION and SKILLS FOR MINISTRY for all adult Catholics, especially those involved in some aspect of ecclesial ministry or Christian service in the world.

The Office of Formation for Christian Service tracks the participation of individuals and maintains updated files for each person who takes courses or workshops offered by the Archdiocese. The Office provides Certificates of Participation to those who complete the requirements of one of the levels of formation for a particular area of ministry.

There are five levels of Formation*:

BASIC LEVEL FORMATION
INTENSIVE LEVEL FORMATION
ADVANCED LEVEL FORMATION
ONGOING FORMATION
GRADUATE STUDIES

Completion of the Basic Level is desired for everyone ministering in the parish, Catholic School, or other Church- related agency.

Completion of both the Basic and Advanced and/or Intensive Levels or equivalent is expected of anyone serving in a leadership role in a parish ministry.

Ongoing Formation is expected of those who have completed the Basic and/or Advanced Level, and who wish to continue in ministry, to continually update their learning and formation for ministry.

Graduate Studies may be required for certain full time professional ministry positions in parishes, Catholic Schools, or other church-related agencies or institutions.

**Video-Assisted Study is available, using the wide variety of videos that may be borrowed from the Ministry Resource Center.*

**On-line Learning, through courses offered online by Catholic institutions, provides an alternative mode of studying the Catholic Faith. On-line courses from approved institutions may be taken for credit and applied to diocesan certification.*

FORMATION FOR CHRISTIAN SERVICE

Archdiocese of Santa Fe

SUMMARY CHART

AREAS LEVELS	<u>Spirituality and Theology</u> This area includes topics in Prayer, Spiritual Development, Christian Tradition, Theory, Doctrine, Knowledge	<u>Skills</u> Training Practicum Methodology
<u>PRELIMINARY</u> prior to beginning a formal program	Life and faith experiences prior to beginning a formal formation program. Includes Cursillo and other weekend experiences, retreats, classes, group affiliations, etc.	Life Experience
<u>BASIC</u> foundation for other levels	Course 1 Introduction to Scripture (10 hour course) Course 2 Introduction to Christology (10 hour course) Course 3 Introduction to Church History (10 hours) Course 4 Introduction to Church (10 hour course)	Workshops or training in any area (20 workshop hours)
<u>INTENSIVE</u> developmental, taken in community context over three year period of time	Spirituality and Prayer (15+ hours) Theological and Doctrinal Foundations (15+ hours) Scripture: Interpretation, Hebrew, Christian (15+ hours) Church History (15+ hours) Ecclesiology (15+ hours) Sacraments and Worship (15+ hours) Personal and Social Morality (15+ hours) Total: 105+ hours	Leadership Human Development and Ministerial Skills (25+ hours)
<u>ADVANCED</u> individual courses a step beyond basic, taken in any order	Scripture Courses (20 hours; 10 hours OT, 10 Hours NT) Ecclesiology Courses (10 hours, including Church history) Prayer and Liturgy (10 hours, including Liturgy Documents) Discipleship and Personal Growth (10 hours) Morality Courses (10 hours, including Personal and Social Morality)	Workshops or training in any area (20 workshop hours)
<u>ONGOING</u> additional after completion of any level	Courses, workshops, seminars, retreats, and experiences in a variety of theological/spiritual topics of a person's choice. (5+ hours per year required to remain certified)	Workshops or training in any area (5+ hours/year)
<u>GRADUATE</u> courses applying to a Master's degree in Theology	Six Core Courses (18 graduate credit hours) Integrative Colloquium (2 graduate credit hours) Thesis (2 graduate credit hours) <i>(This describes St. Norbert College curriculum offered in Albuquerque -- other graduate theology/ministry programs may also be accepted)</i>	Specialization Courses (10 graduate credit hours)

Basic Level

For persons whose life experience and church involvement calls them to seek a deeper relationship with Christ and the Church, more growth in faith and knowledge, and for persons who are ministering in a parish, Catholic School, or Church-related agency.

SPIRITUALITY/THEOLOGY COURSES

There are four Basic Level courses in the area of Spirituality/Theology. Each course is 10 clock hours, usually scheduled in 5 successive 2-hour sessions.

- Course 1: Introduction to Scripture
- Course 2: Introduction to Jesus
- Course 3: Introduction to Church History
- Course 4: Introduction to the Church

SKILLS WORKSHOPS

In addition to the 40 hours of Spirituality and Theology, 20 clock hours of practical ministry training workshops are part of the Basic Level Formation process. Each Skills Workshop is usually 2 clock hours long. Participants can choose from a variety of workshops for these general areas of ministry:

- Catechesis
- Catholic Schools
- Christian Initiation (RCIA)
- Evangelization
- Family Life
- Liturgical Ministries
- Persons with Disabilities
- Parish Leadership
- Prison and Jail Ministry
- Social Justice
- Youth and Young Adults

Anyone completing the four SPIRITUALITY/THEOLOGY COURSES and 20 clock hours of SKILLS WORKSHOPS in a particular area of ministry is eligible for BASIC LEVEL CERTIFICATION for that ministry. At least 10 of these 20 hours must be from the lists of Skills Workshops on the following pages. A total of 10 SKILLS hours are sufficient for Catholic School teachers due to their degrees.

Other courses may be substituted for these four Basic Level Courses with the approval of the Director of Formation for Christian Service.

Advanced Level

For persons who have completed the Basic Level of Formation or its equivalent and wish to deepen their faith, knowledge, and skills for ministry; for those who serve in or wish to serve in a leadership role in ministry in their parish; for Catholic School teachers of religion.

SPIRITUALITY/THEOLOGY COURSES

This Level requires at least 10 clock hours each in the six areas listed below, for a total of 60 clock hours in Spirituality/Theology. Participants choose courses in the six areas from among those offered by the Archdiocese, parishes, or other educational agencies. For courses to be approved for the Advanced Level, the content must be a step beyond basic and be sound Catholic teaching, and the course must be presented by a credentialed person.

Scriptures (10 clock hours in Old and New Testament)

The Creed—What We Believe (10 clock hours)

Church and Church History, (10 hours)

Including New Mexico Church History

Prayer and Liturgy (10 clock hours)

Including study of Liturgy Documents

Sacraments (10 clock hours)

Discipleship and Morality (10 clock hours)

SKILLS WORKSHOPS

In addition to 60 hours of Spirituality/Theology, this Level requires a minimum of 20 additional hours of workshops or courses which provide practical training in the specific area of ministry the participant chooses.

Anyone completing the 60 hours of SPIRITUALITY/THEOLOGY and the required number of additional hours of SKILLS WORKSHOPS in a particular area of ministry is eligible for ADVANCED LEVEL CERTIFICATION for that ministry.

See the following pages for lists of suggested Advanced Level Courses and appropriate topics for each of the areas of Spirituality/Theology and Skills at this level.

Intensive Level

For persons who have completed the Basic Level and who may have completed the Advanced Level courses and who wish to journey with a community of learners through a three-year process of formation for ministry. Persons who wish to complete the requirements for serving in a leadership role in ministry in their parish may complete this Intensive Level as a substitute for, or in addition to the Advanced Level.

The Intensive Level is organized within Deaneries of the Archdiocese and was formerly titled "Schools of Ministry." The Intensive Level in Spanish is currently called "Escuela de Ministerios" and is active in Clovis, Santa Fe and Albuquerque.

The community of learners meets within a particular deanery on a monthly basis for a period of two or three years.

Participants commit to complete the full program and go through an application process, which includes a recommendation from their pastor or parish life coordinator.

SPIRITUALITY/THEOLOGY SEGMENT

The Spirituality/Theology segment of the Intensive Level Formation consists of:

Three Retreat Experiences (minimum 5 hours each)

Six Courses (minimum 15 hours each) in the following areas:

Scripture
Church History
Foundations: The Creed
Church
Sacraments and Worship
Morality

SKILLS SEGMENT

The Skills Segment consists of a minimum of 25 hours in the following:

Human Development/Communication
Leadership
Specific Ministry Training Workshops

Anyone completing the three year process is eligible for INTENSIVE LEVEL CERTIFICATION for ministry.

Intensive Level Youth Ministry Certification

Youth Ministers who have completed the Basic Level Certification may participate in the National Certification for Youth Ministers offered by the Office of Youth and Young Adult Ministry together with the Center for Ministry Development of Naugatuck, CT. All sessions are led by credentialed trainers from around the U.S.

The Certificate Program offers 16 hours of training in each of the following areas:

- Principles of Youth Ministry
- Foundations of Christian Leadership
- Developing Youth Ministry
- Skills of Christian Leaders
- Pastoral Care of Youth
- Evangelization and Catechesis
- Prayer and Worship
- Justice and Service

Upon completion of the 128 hours of training, participants are awarded the Intensive Level Certificate in Youth Ministry

Ongoing Formation

After completing any level of formation, persons engaged in ministry are encouraged to continue learning and taking advantage of any course and workshop offerings as they are able.

Active ministers are expected to take at least 5 hours of ongoing formation each year to keep their knowledge and skills current.

Video-Assisted Group Studies

Video assisted learning can be an effective way to enhance theological studies, especially since there are many excellent videos presently available in the Ministry Resource Center at the Catholic Center.

In some situations it is appropriate and permitted to substitute a video or audio program for a presenter in a course of study. Although this is not the ideal, in a distant rural setting or for people who find it impossible to get to the courses and workshops that are scheduled with a presenter, video assisted studies can replace courses required for certification.

For a video-based course to be approved for credit toward certification, the following criteria must be met:

1. Permission to use the course or workshop for credit is granted by the Office of Formation for Christian Service.
2. The video that is used for the course or workshop has been approved by the Office of Formation for Christian Service.
3. A group of least three people gather to pray together, view the videos, and discuss the connections between the video content and their own lives and ministries.
4. There is a course or workshop FACILITATOR, who designs some kind of interactive process for the participants to use with the video. The facilitator also takes attendance and sends the information about the course content, the number of hours, together with the participant attendance to the Office of Formation for Christian Service at the conclusion of the course.

There are hundreds of videos available for lend in the Ministry Resource Center, many of which can be used for this purpose. Parish ministers are encouraged to check out and use the resources available in the MRC for their own personal enrichment, with or without credit, and for their ministries.

On-line Learning

There are a number of websites that offer online courses for the study of Catholic theology and preparation for ministry. The Archdiocese of Santa Fe accepts for credit courses offered by accredited Catholic colleges and universities. Because of its longstanding experience with online learning, together with its history of teaching sound Catholic theology and ministry formation, the Archdiocese has partnered with the University of Dayton's Virtual Learning Community described below.

The Virtual Learning Community For Faith Formation

The Virtual Learning Community for Faith Formation offer adult religious education and faith formation anytime and anywhere via the internet. This project of the Institute for Pastoral Initiatives of the University of Dayton, offers numerous course online for students who wish to study aspects of Catholic teaching in a virtual learning community right from their homes or local libraries.

The goal of VLCFF is to support the church's professional ministry of religious education and faith formation in cyberspace.

The Archdiocese of Santa Fe is a partner diocese with VCLFF, which makes it possible for anyone in our diocese to take these on-line courses for a reduced fee of \$40 per course.

Printed brochures are available from the Office of Formation for Christian Service, 831-8126.

For more information, schedules of classes, and to register for classes, go to their website at <http://vlc.udayton.edu/> .

Course Levels

- **Basic** level would be for some one who has no or limited knowledge of the subject, or is looking for a refresher on the topic
- **Intermediate** level would assume knowledge of the topics covered in the basic level.
- **Advanced** level would require good exposure to all the basic topics and the desire for a much more academically rigorous study of the topic.

Graduate Studies

Persons with an undergraduate degree may participate in the Graduate Studies program offered by St. Norbert College of DePere, Wisconsin, through the Ecumenical Institute For Ministry, in which the Archdiocese of Santa Fe is an active partner. Through this program, qualified individuals can study for a Master of Theological Studies.

Graduation requirements (32 credits):

- Core courses (18 credits)
 - THEO 501 Systematic Theology and Theological Method
 - THEO 502 Historical Development of Christian Tradition
 - THEO 503 Scripture and Biblical Interpretation
 - THEO 504 Christian Ethics
 - THEO 505 Christology
 - THEO 506 The Nature and Mission of the Church
- THEO 509 General Comprehensive Exam (0 credits)
- THEO 510 Integrative Colloquium (2 credits)
- THEO 512 Master's Thesis Project I (1 credit)
- THEO 513 Master's Thesis Project II (1 credit)
- Completion of one area of specialization (10 credits)

Admission requirements are:

1. Official transcripts, demonstrating a minimum grade point average of 3.0, mailed by the college or university directly to the coordinator of the MTS program, evidencing a bachelor's degree from an accredited institution.
2. A minimum of eight credits in theology/religious studies including courses in Introduction to the Bible and Introduction to Theology (or their equivalents). Provisional enrollment status may be given to students who do not meet this requirement. Three letters of recommendation.
3. Degree application form.
4. A 500 word essay explaining a) What motivated you to apply to the MTS program? and b) What are your future ministerial hopes and expectations and how do you see this program helping you to achieve these goals?
5. \$50 non-refundable application fee.
6. Personal interview.

Visit the St. Norbert Master of Theological Studies website at http://eimnm.net/alb_catalog.htm