

**Diocese of Lafayette  
Office of Christian Formation  
Catechist Certification Process  
with  
Echoes 3.0**

**Updated July, 2015**

**[www.diolaf.org](http://www.diolaf.org)**

Dear Catechist,

Probably the only thing worse than not having a catechist is having a catechist who does not really know the faith and how to present it. It is also problematic when youth ministers do not understand that they are also religious educators. The *Catechist Certification Process* is our attempt to overcome these problems. Every religion teacher in our schools and every teacher in our parish religious education programs as well as school campus ministers and parish youth ministers should be working toward this certification if they do not already possess it. Your generosity and willingness are deeply appreciated, but it should be accompanied by a certified knowledge of the faith and how to teach it. Please avail yourselves of this opportunity at your earliest chance if you do not already possess the certification.

Thank you for the remarkable work that you do with our young people.

Most Reverend Michael Jarrell  
Bishop of Lafayette

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## **ABBREVIATIONS USED IN THIS WORK**

C.R.A.	Certified Religion Administrator - catholic school
C.R.E.	Coordinator of Religious Education -Responsible for specific programs of religious education in a parish.
D.R.E.	Director of Religious Education – Responsible for all religious education programs in a parish. C.R.E.’s are supervised by D.R.E.’s

## GENERAL INFORMATION

1. Echoes Modules required in the Catechist Certification Process are now **online** (Echoes 3.0). As a result, we will **no longer offer Echoes Modules as workshops**. Parishes and schools may continue to offer modules. **In order to earn credits in the certification process or earn hours** required by the Office of Catholic Schools, individuals, schools or parishes **must purchase a license** for each complete set of Echoes Modules from the Director of the Office of Christian Formation and must follow the prescribed process for completing each module.
2. As long as the entire process is complete by **December 2016**, catechists who are **close to finishing** all levels of the Catechist Certification Process may elect to continue using the 2012-13 version of the process. If catechists have **several workshops still needed in the process**, they may elect to transfer into the 2015 version of the process. **All new catechists should use the 2015 version.**
3. **Catechists/youth ministers are responsible for keeping a record of all workshops attended.** It is impractical and therefore not the responsibility of the Office of Christian Formation to keep records of attendance for all catechists. In the case of Catholic school personnel, it is recommended that either the principal or religion administrator, along with the individual catechist, maintain the records of attendance.
4. College level theology courses and courses in the permanent diaconate program may be substituted for any certification process workshop with **similar content**.
5. Workshops taken for certification in **another diocese** may be substituted if the written workshop description is similar in content and is submitted with the application for certification.
6. Certifications from other dioceses are acceptable **at the discretion** of the Director of the Office of Christian Formation, as long as the catechist/youth minister is committed to **ongoing formation**.
7. University of Dayton online courses and the Catechist Certification Process workshops are **not interchangeable**. Catechists must choose to do one or the other.
8. Catechists/youth ministers may take workshops on **different levels simultaneously**. However, certificates of completion or certifications are awarded in their proper order i.e. Level I before Level II, etc. **Each level in the certification process is a pre-requisite for the level that follows it.** If a catechist completes several consecutive levels at the same time, those certificates may be awarded at the same ceremony.
9. A catechist/youth minister should complete Levels I – V in ten **(10)** years or less.
10. Credits awarded in this certification process **do not necessarily equal time hours**. Catholic school religion teachers are required to take workshops that equal twelve (12) time hours per year. **It is expected that these teachers will attend workshops that will also qualify for credits in the certification process.**
11. Workshops are advertised in the Office of Christian Formation Schedule of Events ([www.diolaf.org](http://www.diolaf.org)) or through flyers emailed to parishes and schools.
12. Workshops that are not sponsored by the Office of Christian Formation may be approved by submitting the **Workshop Approval Application**. The instructions and application are located at the end of this document. Applications should be submitted at least one month prior to the scheduled workshop. The purpose of this process is to insure that all workshops used for certification meet the required criteria as indicated by each workshop description.

**Office of Christian Formation  
Diocese of Lafayette  
Catechist Certification Process  
Revised 2015**

Levels I, II, III = Basic Catechist  
Level IV: Catechist  
Level V: Advanced Catechist  
Level VI: DRE or Religion Administrator

**List of Certification Workshops**

1. **Echoes of Faith Modules** will no longer be offered as workshops. The alternatives are:
  - a. Echoes 3.0 (online version)
  - b. Echoes DVD's with booklets may be borrowed from OCF. Required 5 participants and 1 facilitator per module.
  - c. **Echoes Modules:**
    - Level I:**
      - Getting Started as a Catechist
      - Introduction to Sacred Scripture
      - I Believe, We Believe
      - Catholic Morality
    - Level II:**
      - Roles of the Catechist
      - Person of the Catechist
      - Methods for specific ages/grades
      - Liturgy and Sacraments
    - Level III:** Completion of **all** requirements in **Levels I, II, and III = Basic Catechist** certification
      - Prayer and Spirituality
      - Introduction to the Learner
      - Ecclesiology online (not available yet) or Catholic Church workshop
      - Multicultural Catechesis online (not available yet) or 2 electives
2. **Other Requirements**
  - a. **Safe Environment**
    - i. **Level I:** Initial Training
    - ii. **Levels II, III, IV, V, VI:** Continuing Ed
  - b. **Level I: Certification Process Workshop**
  - c. **Retreats and Days of Reflection/Prayer** (all are repeatable – different content and presenters every year)
    - i. **Level II:** Catechist Retreat – must be sponsored by Office of Christian Formation
    - ii. **Levels III, IV, V, VI:** Day of Reflection/Prayer

d. **Required Content Workshops**

i. **Levels IV, V:**

1. New Testament Studies
2. Catholic Social Teachings
3. Church History

ii. **Level VI:**

1. Conflict Resolution (school and parish)
2. Spirituality of the Catechetical Leader (school and parish)
3. Preparing Liturgies for Children (school)
4. DRE Orientation and Training (parish)

e. **Required Electives – as offered by OCF**

i. **Levels IV, V:** total of 5 electives

**Note:** Workshops **previously** used as a parish class/workshop in Levels III and IV may now be used as an elective. Applies only to workshops attended before 2015.

ii. **Level VI:**

1. School Religion Administrator – 5 electives
2. Parish DRE – 3 electives

f. **Required Specialized Methods**

i. **Levels IV, V:** total of 9 Specialized Methods

g. **Meeting Requirements**

i. **Level VI:** Attendance at specified numbers of DRE or Religion Administrator meetings

**CATECHIST CERTIFICATION PROCESS  
DIOCESE OF LAFAYETTE  
LEVEL I APPLICATION**

**Revised 2015**

28 credits

Name: \_\_\_\_\_  
Last First MI

Address: \_\_\_\_\_ City/Zip \_\_\_\_\_

Phone: cell \_\_\_\_\_ home \_\_\_\_\_ Work \_\_\_\_\_ email \_\_\_\_\_

Church Parish/School: \_\_\_\_\_ City: \_\_\_\_\_

Workshop	Credits Required	Credits Earned	Date	Instructor/ Facilitator	Location
Safe Environment Initial Training	2				
Getting Started as a Catechist	6				
Introduction to Sacred Scripture	6				
I Believe, We Believe	6				
Catholic Morality	6				
Certification Process Requirements <small>Workshop only – 2004 DVD is not acceptable</small>	2			<b>Ann Broussard</b>	

Total Credits earned \_\_\_\_\_ (28 required)

\_\_\_\_\_  
 Signature of Applicant Date \_\_\_\_\_

**I certify that all requirements for Level I have been met.** \_\_\_\_\_  
Signature of Catechetical Leader or Pastor/Chancellor

Date \_\_\_\_\_

*Attach copies of Certificates of Completion for workshops in this level.*

**Mail to: Office of Christian Formation  
 Diocese of Lafayette  
 1408 Carmel Drive  
 Lafayette, 70501**

**CATECHIST CERTIFICATION PROCESS**  
**DIOCESE OF LAFAYETTE**  
**LEVEL II APPLICATION**

Revised 2015

30 credits

Name: \_\_\_\_\_  
Last First MI

Address: \_\_\_\_\_ City/Zip \_\_\_\_\_

Phone: cell \_\_\_\_\_ home \_\_\_\_\_ Work \_\_\_\_\_ email \_\_\_\_\_

Church Parish/School: \_\_\_\_\_ City: \_\_\_\_\_

Workshop	Credits Required	Credits Earned	Date	Instructor	Location
Roles of the Catechist	6				
The Person of the Catechist	6				
Methods for Grade Levels (your grade level only)	6				
Liturgy (3) and Sacraments (3) =	6				
Catechist Retreat Sponsored by Off. of Christian Formation <b>Title:</b>	4				
Safe Environment Continuing Education	2				

Total Credits Earned \_\_\_\_\_ (30 required)

\_\_\_\_\_  
 Signature of Applicant Date \_\_\_\_\_

I certify that all requirements for Level II have been met. \_\_\_\_\_  
Signature of Catechetical Leader or Pastor/Chancellor

Date \_\_\_\_\_

**Attach copies of:**

- *Level I Certificate of Completion and Certificates of Completion for workshops in this level.*

**Mail to: Office of Christian Formation**  
**Diocese of Lafayette**  
**1408 Carmel Drive**  
**Lafayette, LA 70501**





# **AREAS OF SPECIALIZATION**

**(Specialized Methods)**

**Levels IV and V**

The workshops offered in each area of specialization enable catechists/youth ministers to be proficient in teaching specific ages, grade levels, cultures, or groups with special needs. All of these workshops are considered specialized methods. Once the Area of Specialization is chosen in Level IV, the catechist should continue with the same choice in Level V. A catechist may choose to specialize in another area once Levels I – V are completed.

**ADULT CATECHESIS**

**ELEMENTARY CATECHESIS**

**ADOLESCENT CATECHESIS**



# LEVEL IV: CATECHIST

Revised 2015

Workshop	Credits Required	Credits Earned	Date	Instructor	Place
Safe Environment Continuing Ed	2				
New Testament Studies	6				
Catholic Social Teachings Title:	3				
Elective Title:	3				
Elective Title:	3				
Specialized Methods Title:	3				
Specialized Methods Title:	3				
Specialized Methods Title:	3				
Specialized Methods Title:	3				
Day of Reflection/Prayer (5 hrs or longer) Title:	6				



# LEVEL V: ADVANCED CATECHIST

Revised 2015

Workshop	Credits Required	Credits Earned	Date	Instructor	Place
Safe Environment Continuing Ed	2				
Church History	6				
Specialized Methods <b>Title:</b>	3				
Specialized Methods <b>Title:</b>	3				
Specialized Methods <b>Title:</b>	3				
Specialized Methods <b>Title:</b>	3				
Specialized Methods <b>Title:</b>	3				
Elective <b>Title:</b>	3				
Elective <b>Title:</b>	3				
Elective <b>Title:</b>	3				
Day of Reflection/Prayer (5 hrs or longer) <b>Title:</b>	6				

**CATECHIST CERTIFICATION PROCESS  
DIOCESE OF LAFAYETTE  
LEVEL VI: CERTIFIED RELIGION ADMINISTRATOR (CRA)  
APPLICATION**  
Revised 2015  
44 credits

**PERSONAL INFORMATION**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone: cell \_\_\_\_\_ home \_\_\_\_\_ Work \_\_\_\_\_ email \_\_\_\_\_

School \_\_\_\_\_ City \_\_\_\_\_

**EDUCATIONAL BACKGROUND**

	SCHOOL/CITY	DEGREE	AREA
HIGH SCHOOL	_____	_____	_____

COLLEGE	_____	_____	_____
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GRADUATE SCHOOL	_____	_____	_____
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**WORK DATA**

How long have you been involved in catechesis? \_\_\_\_\_

In what capacities have you served? \_\_\_\_\_

In what capacity are you currently involved? \_\_\_\_\_

How long have you served in this current position? \_\_\_\_\_

**PLEASE LIST YOUR PREVIOUS EXPERIENCE IN THE CATECHETICAL MINISTRY:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**LEVEL VI: CERTIFIED RELIGION ADMINISTRATOR C.R.A.**

Revised 2015

CATECHIST CERTIFICATION

ADVANCED CATECHIST CERTIFICATION

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

DIOCESE: \_\_\_\_\_

DIOCESE: \_\_\_\_\_

SPECIALIZATION: \_\_\_\_\_

WORKSHOP	CREDITS REQUIRED	CREDITS EARNED	DATE	INSTRUCTOR	PLACE
Safe Environment Continuing Ed.	2				
Conflict Resolution	3				
Spirituality of the Catechetical Leader	3				
Preparing Liturgies for Children	3				
Elective Title:	3				
Elective Title:	3				
Elective Title:	3				
Elective Title:	3				
Elective Title:	3				
Day of Reflection/ Prayer (5 hrs or longer) Title:	6				

**Required Experience:**

Religion Administrator Meetings Attended (minimum 2 meetings/year @ 2 credits each) Anyone working on this level **must be an active religion administrator in a school** in order to fulfill this requirement.

	DATE	DATE
1 <sup>st</sup> year	_____	_____
2 <sup>nd</sup> year	_____	_____
3 <sup>rd</sup> year	_____	_____

**Total Credits Earned** \_\_\_\_\_ **(44 required)**

**Required letters of recommendation:** 1) Pastor/Principal; 2) Current Experienced Religion Administrator  
Please attach both letters to this form.

*Attach copies of: Catechist and Advanced Catechist certifications and Certificates of Completion for workshops in this level.*

**CATECHIST CERTIFICATION PROCESS  
DIOCESE OF LAFAYETTE  
LEVEL VI: DIRECTOR OF RELIGIOUS EDUCATION (DRE)  
APPLICATION**  
Revised 2015  
44 credits

**PERSONAL INFORMATION**

Name \_\_\_\_\_

Address \_\_\_\_\_  
Street city zip

Phone: cell \_\_\_\_\_ home \_\_\_\_\_ Work \_\_\_\_\_ email \_\_\_\_\_

Church Parish \_\_\_\_\_ City \_\_\_\_\_

**EDUCATIONAL BACKGROUND**

SCHOOL/CITY	DEGREE	AREA
HIGH SCHOOL		

COLLEGE		
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GRADUATE SCHOOL		
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**WORK DATA**

How long have you been involved in catechesis? \_\_\_\_\_

In what capacities have you served? \_\_\_\_\_

In what capacity are you currently involved? \_\_\_\_\_

How long have you served in this current position? \_\_\_\_\_

**PLEASE LIST YOUR PREVIOUS EXPERIENCE IN THE CATECHETICAL MINISTRY:**

POSITION	LOCATION	DATES
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		



**LEVEL VI: Director of Religious Education D.R.E.**

**Revised 2015**

CATECHIST CERTIFICATION

DATE: \_\_\_\_\_

DIOCESE: \_\_\_\_\_

ADVANCED CATECHIST CERTIFICATION

DATE: \_\_\_\_\_

DIOCESE: \_\_\_\_\_

SPECIALIZATION: \_\_\_\_\_

WORKSHOP	CREDITS REQUIRED	CREDITS EARNED	DATE	INSTRUCTOR	PLACE
Safe Environment Continuing Ed.	2				
Orientation/Training Weekend	15				
Conflict Resolution	3				
Spirituality of the Catechetical Leader	3				
Elective <b>Title:</b>	3				
Elective <b>Title:</b>	3				
Elective <b>Title:</b>	3				
Day of Reflection/Prayer (5 hrs or longer) <b>Title:</b>	6				
Support Gp. Mtg. /Diocesan DRE Mtg.	2			Host	
Support Gp. Mtg. /Diocesan DRE Mtg.	2			Host	
Support Gp Mtg. /Diocesan DRE Mtg.	2			Host	

**Total Credits Earned \_\_\_\_\_ (44 required)**

**Required Letters of Recommendation** (Please attach both letters to this form.)

- 1) Pastor
- 2) Current Experienced Director of Religious Education

***Attach copies of: Catechist and Advanced Catechist certifications and Certificates of Completion for workshops in this level.***

## WORKSHOP DESCRIPTIONS

### LEVEL I

Revised 2015

#### ECHOES 3.0 ONLINE

##### **GETTING STARTED AS A CATECHIST - 6 credits**

This workshop addresses the first and most important responsibilities of a beginning catechist. The six skills addressed in this module are: Creating the physical environment for catechesis; Shaping a social environment in which faith can be nurtured; Using creative activities in learning; Developing successful lesson plans; Managing positive behavior in the catechetical setting; Helping learners pray together.

##### **INTRODUCTION TO SACRED SCRIPTURE - 6 credits**

The workshop content includes: What is the Bible? Why is the Bible holy? The formation of the Scriptures over time; The importance of context in reading the Bible; Some literary forms found in the Bible; The meaning of inspiration; The establishment of the canon of Scriptures; The biblical themes of covenant and freedom; The root story of the Exodus; The relationship of Jesus' saving action to the Exodus event; The basic message of Jesus in the gospels; The role of Paul in spreading the good news of Jesus Christ; Is there a specific Bible that should be used in the classroom?

##### **INTRODUCTION TO BASIC DOCTRINE - I BELIEVE, WE BELIEVE - 6 credits**

This workshop acquaints the beginning catechist/youth minister with the central creedal statements of the Catholic community. It includes: God, the Creator of all that exists; God's revelation in human history; The call to relationship that God offers to each human being; Faith as response to God's call; Scripture and Sacred Tradition as the primary modes of God's revelation; Jesus Christ as the fullness of God's revelation; God as a Trinity of persons: God the Father, God the Son, and God the Holy Spirit; The Incarnation; The Holy Spirit as animator of the community of faith; The Church as the Body of Christ, the community of believers; Creeds as summary statements of the community about its core beliefs; The Nicene Creed.

##### **CATHOLIC MORALITY – 6 credits**

This workshop addresses how we live as followers of Jesus Christ, who described himself as “the way, and the truth, and the life.” (John 14:6) It includes: Human dignity and community as the foundations of the moral life; The meaning of virtue and its foundations in the teaching of Jesus; The implications of the Beatitudes for daily life; The meaning and validity of objective morality; The sources for arriving at objective moral truth and subjective, or personal responsibility; Moral actions as the responses one makes to the grace offered by a loving God; Moral actions as a combination of act, intention, and circumstance; The nature, origin, and degrees of sin; The effects of sin on the individual and the community; The nature of conscience and the process of informing one's conscience; The timeless quality and universal validity of the Commandments; The relationship of the Commandments to the new law of Jesus Christ.

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##### **CERTIFICATION PROCESS REQUIREMENTS - 2 credits**

This workshop will introduce catechists/youth ministers to the Diocese of Lafayette Certification Process for Religious Education/Youth Ministry. Questions that will be addressed include: What is certification? How do I get it? Why do I need it? What are the requirements? What are the levels of certification? What courses are approved or sponsored and what is the difference? How will I know when they are offered? Who keeps track of the courses I take? What happens after I am certified?

## WORKSHOP DESCRIPTIONS

### LEVEL II

Revised 2015

#### ECHOES 3.0 ONLINE:

##### **ROLES OF THE CATECHIST - 6 credits**

True catechists are symbols of the faith community. They have received and responded to a call from God to lead others toward growth in faith and an understanding of the Church and its doctrine and tradition. The catechist assumes four critical roles: that of storyteller, teacher-companion, leader of prayer, and witness for justice. The course content includes: Storytelling in religious education; The quality of the catechist as teacher-companion; The importance of leading prayer in the catechetical setting; The role of the catechist as a witness for justice with his/her learners.

##### **THE PERSON OF THE CATECHIST - 6 credits**

Many catechists begin simply as well-intentioned volunteers. Not all will embrace the richness of the catechetical ministry. To do so, they must come to appreciate that a catechist is one who “must also receive and respond to a ministerial call that comes from the Lord and is articulated in the local church.” (National Catechetical Directory, 206) This module invites catechists to reflect on the nature of the catechetical ministry and to explore their own level of commitment to it. The workshop includes: The vocation of the catechist; The role of catechesis in the Church’s ministry; The qualities of a catechist as expressed in contemporary Church documents; The importance of the catechist’s continued growth and understanding of the catechetical ministry; The role of the Spirit in the catechetical ministry of the Church.

##### **METHODS FOR SPECIFIC AGE/GRADE LEVELS - 6 credits**

The methodology modules assist participants in gaining practical skills related to the grade levels they are teaching. Each of the modules begins with an overview of the lifelong faith journey of the Christian. This overview reminds participants that they, too, are growing in faith, and provides them with a context in which to place the faith needs of their particular age group. The flow of the content is similar in each module, although the strategies and activities provided vary with each age group. The specific goals and learning objectives of each module vary according to the developmental needs of that age group. Each module includes: Human developmental characteristics; Developmental faith needs; Strategies for introducing the Scriptures and Sacred Tradition; The relevance of activities to faith development; Appropriate prayer forms; Inclusion of children with special needs.

##### **ADULT EDUCATION METHODS - 6 credits**

This module will help catechists to work effectively as facilitators in a number of small group settings such as Scripture study, prayer groups, small faith communities, or RCIA.

##### **LITURGY & SACRAMENTS - 6 credits**

This workshop includes: the meaning of ritual, the nature of liturgy, the relationship of liturgy to the Paschal Mystery, the celebration of liturgy in a cycle of time, the role of space, music, and cultural expression in liturgy, the importance of the assembly in liturgical celebration.

This workshop includes: the way in which symbolic actions express meaning and invite participation in the saving action they celebrate; the sacramental principle; the relationship of the seven sacraments to the fundamental experience of human life; the centrality of the Eucharist in the church; Baptism, Confirmation, and Eucharist as the sacraments of initiation; Penance and Reconciliation and the Anointing of the Sick as the two sacraments that celebrate healing; the sacraments of Holy Orders and Matrimony as celebrating the two central vocations at the service of communion.

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##### **CATECHIST RETREAT – 4 credits**

Must be sponsored by the Office of Christian Formation. May be attended annually for hours.

**WORKSHOP DESCRIPTIONS  
LEVEL III: BASIC CATECHIST**

**Revised 2015**

**ECHOES 3.0 ONLINE:**

**PRAYER AND SPIRITUALITY – 6 credits**

This workshop explores the relationship with the living God that we call prayer. It places prayer within the context of one's spirituality the name given to the entire life lived in response to God's call. It includes: The basic dynamic of prayer as listening and responding to God's call; The *Angelus* as an example of the dynamic of prayer; Mary as the perfect model of acceptance and response to God's call; The relationship between personal prayer and the community of faith; The various prayer forms through which we make our response to God; Obstacles to the life of prayer; The Holy Spirit as source of our prayer response; Prayer, service, and asceticism as the three foundations of the spiritual life; The *Our Father* as the bedrock of Christian prayer.

**INTRODUCTION TO THE LEARNER – 6 credits**

This workshop introduces the participants to the continuous cycle of growth and development that occurs throughout life. It provides an introduction to cognitive, psycho-social, moral, and faith growth. It includes: The nature of learning; The relationship of religion and science; Principles of developmental theory; The process of human knowing and the work of Jean Piaget; The psycho-social development of the human person and the work of Erik Erikson; Moral decision making and the work of Lawrence Kohlberg; The role of imagination in moral decision making; The relationship between moral decisions and moral actions; The relationship of human knowing, relating, and acting to religious faith; James Fowler's theory of faith development; The journey of faith through the seasons of childhood, discipleship, and stewardship.

**CATHOLIC CHURCH (ECCLESIOLOGY) - 6 credits**

As members of the Catholic community of faith, we share in the history and tradition of Christ's Body. This course offers participants insights into Catholic beliefs and traditions i.e., Revelation – Scripture & Tradition; Catholic understanding of One, Holy, Catholic, and Apostolic; The hierarchical structure of the Church and the magisterium; The Communion of Saints; the Parousia.

**MULTICULTURAL CATECHESIS – 6 CREDITS**

Description not available at this time.

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**AREAS OF SPECIALIZATION – 3 credits each**

The workshop descriptions for the Areas of Specialization are included on flyers from the Office of Christian Formation as the workshops are offered.

**DAY OF REFLECTION/PRAYER – 6 credits**

Each year catechist may attend and use the Day of Reflection/Prayer in Levels III, IV, V, or VI because the content and speakers change each year.

**OR** Catechist may participate in any workshop/seminar/retreat that challenges the catechist/youth minister to grow personally or spiritually. The event (actual presentation time) must be **4 hours** in length or longer.

## WORKSHOP DESCRIPTIONS LEVEL IV: CATECHIST

Revised 2015

### **NEW TESTAMENT STUDIES - 6 credits**

This workshop provides participants with a basic overview of the Christian Testament. It includes brief historical, literary, and theological interpretations of the synoptic gospels; Luke's gospel and its connection to Acts of the Apostles; John's Gospel and its connection to the Book of Revelation; and a look at the Epistles as messages of instruction and encouragement.

### **CATHOLIC SOCIAL TEACHINGS - 3 credits**

The workshop should be one that raises awareness of the Social Teachings of the Church.

### **ELECTIVES – 3 credits each**

The workshop descriptions for the electives are included on flyers from the Office of Christian Formation as the workshops are offered.

### **AREAS OF SPECIALIZATION - 3 credits each**

The workshop descriptions for the Areas of Specialization are included on flyers from the Office of Christian Formation as the workshops are offered.

### **DAY OF REFLECTION/PRAYER – 6 credits**

Each year catechist may attend and use the Day of Reflection/Prayer in Levels III, IV, V, or VI because the content and speakers change each year.

**OR** Catechist may participate in any workshop/seminar/retreat that challenges the catechist/youth minister to grow personally or spiritually.

The experience (actual presentation time) must be no less than **5 hours in length**.

## **WORKSHOP DESCRIPTIONS LEVEL V: ADVANCED CATECHIST**

Revised 2015

### **CHURCH HISTORY – 6 credits**

This workshop covers the history of Christianity, beginning with an overview of Judaism, the early development and spread of the Christian Church, and major events in the church's history to the present time.

### **AREAS OF SPECIALIZATION - 3 credits each**

The workshop descriptions for the areas of specialization are included on flyers from the Office of Christian Formation as the workshops are offered.

### **ELECTIVES – 3 credits each**

The workshop descriptions for the electives are included on flyers from the Office of Christian Formation as the workshops are offered.

### **DAY OF REFLECTION/PRAYER – 6 credits**

Each year catechist may attend and use the Day of Reflection/Prayer in Levels III, IV, V, or VI because the content and speakers change each year.

**OR** Catechist may participate in any workshop/seminar/retreat that challenges the catechist/youth minister to grow personally or spiritually.

The experience (actual presentation time) must be no less than **5 hours in length**.

## WORKSHOP DESCRIPTIONS

Level VI: CERTIFIED RELIGION ADMINISTRATOR (Catholic School)

Level VI: DIRECTOR OF RELIGIOUS EDUCATION (Parish)

Revised 2015

### CONFLICT RESOLUTION – 3 credits

Through lecture and discussion, participants will identify sources of conflict, especially as related to dysfunction within family systems; how these behavior patterns are displayed in the classroom; how compassion and understanding are the basis for establishing relationships without which discipline is void of effect.

### SPIRITUALITY OF THE RELIGION ADMINISTRATOR/D.R.E. – 3 credits

The workshop content will focus on deepening the spirituality of the Religion Administrator/D.R.E. in order to better guide and instruct others. Main areas of concentration will focus on...

- *Spiritual readings as a source of meditation*
- *Importance of the Eucharist (daily Mass)*
- *Personal retreats (at least once a year)*
- *Understanding personal devotions, i.e. Mary, saints, etc.*
- *Making use of availability of missions, workshops, classes, etc. offered by the local parish*

### PREPARING LITURGIES FOR CHILDREN – 3 credits

This workshop gives assistance on preparing children for liturgy and also on preparing liturgy for children. The Liturgy Documents are explored, paying close attention to those areas that affect liturgies in which the majority present are children. Participants are made aware of the services offered by the Office of Worship.

### ELECTIVES – 3 credits each

### ORIENTATION/TRAINING WEEKEND FOR D.R.E.'S AND C.R.E.'S – 15 credits – must attend entire weekend

This is an intense overnight training for new D.R.E.'s. Topics addressed include: Job descriptions, record keeping, planning, goal setting, recruiting volunteers, budgeting, sacramental programs, planning good liturgies, personal time management, selecting textbooks, lesson planning, discipline, certification process, resources, religious education and the law, and Safe Environment. Participants must attend the entire weekend (Friday evening through Saturday afternoon) to earn required credits.

### DAY OF REFLECTION/PRAYER – 6 credits

Each year catechist may attend and use the Day of Reflection/Prayer in Levels III, IV, V, or VI because the content and speakers change each year.

**OR** Catechist may participate in any workshop/seminar/retreat that challenges the catechist/youth minister to grow personally or spiritually.

The experience (actual presentation time) must be no less than **5 hours in length**.

**Diocese of Lafayette**  
**Office of Christian Formation**  
**Catechist/Youth Minister Certification Process**  
**WORKSHOP APPROVAL APPLICATION**  
**Revised 2015**

**Title of Workshop** \_\_\_\_\_ **Length in hours** \_\_\_\_\_

**Instructor** \_\_\_\_\_

**Dates and Times of Workshop** \_\_\_\_\_

**Location** \_\_\_\_\_

**Workshop Description (an outline may be required)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ (continue on back of page)

1. Does this workshop fulfill a workshop description in the Catechist Certification Process?  Yes  No
2. Can the content enhance specific content in your religious education curriculum?  Yes  No
3. If you answered yes to # 2, please enter the grade/s in the curriculum where this workshop content can be found.  
Grade/s: \_\_\_\_\_

I am submitting the above workshop for approval in the catechist certification process. I recommend it be used in Level \_\_\_\_\_ in place of \_\_\_\_\_ for \_\_\_\_\_ credits  
(title of workshop)

Signature of instructor or person submitting this application.

\_\_\_\_\_ Date \_\_\_\_\_