

USCCB YOUTH MINISTRY CERTIFICATION

USCCB YOUTH MINISTRY CERTIFICATION

YOUTH MINISTRY CERTIFICATION PROCESS

Certification is the general term used to denote the process whereby one is certified to do youth ministry in the Archdiocese of Detroit. The term is used to mean that a person is known by the Office For Youth Ministry through official application. The candidate for youth ministry will be a Roman Catholic in good standing with the Church and have completed the required application and self-assessment. This will be on-file with the Archdiocesan Director for Youth Ministry, Office for Youth Ministry. Further, the candidate will be aware of the goals, direction, vision, and policies regarding youth ministry and have demonstrated an interest and desire to accomplish the same. Finally, this candidate may hold certain parish positions in youth ministry as specified for each level of Youth Ministry certification granted by the Archdiocese of Detroit.

This certification of the parish youth minister should not be confused with other certifications offered by the Archdiocese of Detroit. Youth Ministry relates specifically to the responsibility of the individual person to direct and coordinate youth ministry in the parish.

The purpose of certification through the Office For Youth Ministry, is to establish and maintain personal contact with each person active in youth ministry leadership as to determine whether the required educational, experiential, spiritual, and theological formation is present, and to ensure that there is both a common understanding and a willingness to accomplish the Archdiocesan goals, directions, vision, and policies regarding youth ministry.

The major benefit of certification is to establish relationships among leadership personnel working in youth ministry. This will build a stronger support system for the youth minister, the profession and formal youth ministry, as well as inform pastors and parish community who are recipients of quality youth ministry personnel. Certification assures shared vision in accomplishing the task of youth ministry. It qualifies the person for certain positions within a parish or other setting as minister to, with, and by youth.

To download an application packet go to www.detroityouthministers.com or contact the Office for Youth Ministry and one will be mailed to you.

YOUTH MINISTRY CERTIFICATION PROCESS EXPLAINED

“Each parish or group of parishes will employ a certified youth minister to offer a holistic ministry program for adolescents” (*One in Faith and Knowledge*, 16). We offer the process of certification for persons working with youth in a parish or school setting.

Each level of certification presupposes some specific educational background in both youth ministry and theology. The person applying for this certification must take time to assess their level of competency using the enclosed Competency Based Standards as proposed by the NFCYM and endorsed by the USCC/CCA. After the application process has been completed the candidate will make an appointment for an interview with the Director of Youth Ministry for the Archdiocese of Detroit.

With our last renewal of certification standards in 1992, any individual that had, by virtue of their long-standing effective ministry been found to be competent in the ministry, were given the opportunity to reapply for certification. This opportunity was given to all who were known to the Office for Youth Ministry.

2. *There are four levels of certification:*

- *(I) Provisional – five years*
- *(II) Basic – five years*
- *(III) Intermediate – five years*
- *(IV) Full - five year*

DESCRIPTION OF THE LEVELS

LEVEL I

PROVISIONAL, five-year certification is granted to a person working in an Archdiocesan parish. This person may be paid or volunteer. This person will have little background in youth ministry. Before certification is granted the person must attend all Leadership Formation Classes in youth ministry, the twenty Catechetical Foundational Topics and complete the self-assessment using the *Competency Standards of NFCYM*. This person must have a high school diploma and apply to the Director of Youth Ministry for certification. The Provisional minister must show proof of continuing education in the area of theology and/or youth ministry. An interview with the Director for the Office of Youth Ministry and members of the Youth Ministry Certification Board of the Archdiocese of Detroit is required.

LEVEL II

BASIC, five-year certification is granted to an individual who has attained a certain level of study and actual experience in the area of youth ministry. This person may have administered a program in the local parish or assisted in its administration. The person will have completed the *Competency Standards of NFCYM*, will have some background in education as outlined below, and will have an interview with the Director of Youth Ministry and members of the Certification Board of the Archdiocese of Detroit.

Educational background for the Basic includes:

Youth Ministry	56 clock hours
Religious Education, Theology, Catechesis	10 credit hours/150 clock hours
Educational Classes	4 credit hours/60 clock hours
Administration	2 credit hours/30 clock hours

A total of 24 credit hours of study or its equivalency of 296 clock hours in workshops or seminars. The Director of Youth Ministry will evaluate equivalencies. If transcripts are not available then a description of the class taken must be presented as part of the application package.

LEVEL III

INTERMEDIATE, five-year certification is granted to the person who possesses a Bachelor's degree or its equivalent and further education in theology, education, and experience in administering a youth ministry program. They must demonstrate a level of practitioner or above on the NFCYM self-assessment. Beyond or within the BA degree the following subjects will have been studied:

Youth Ministry	12 credit hours/180 clock hours
Religious Ed, Theology Catechesis	13 credit hours/195 clock hours
Education	10 credit hours/150 clock hours
Administration	5 credit hours/175 clock hours

A person may be required to take some extra hours in theology or other courses, if the above subjects were not a part of their bachelor studies. An interview with the Director of Youth Ministry and the Certification Board is required.

The Director of Youth Ministry will evaluate equivalencies. If transcripts are not available then a description of the class taken must be presented as part of the application package.

LEVEL IV

FULL, five-year certification in youth ministry is granted to those persons who possess a Master's Degree or its equivalent or above in theology, religious education, or related fields and have background in youth ministry, religious education, catechesis, theology, administration, and/or education. This is the highest level of certification granted by the Archdiocese of Detroit. The person must complete the application package including the *Competency Standards of the NFCYM* demonstrating a level of competence at the practitioner level or above. An interview with the Director of Youth Ministry and the Certification Board is required.

To apply for certification the following information must be compiled and submitted

PLEASE RETURN THE FOLLOWING TO THE *OFFICE FOR YOUTH MINISTRY*

- ◆ Application form
- ◆ Letter of Reference forms (3)
- ◆ The Competency Based Standards for Youth Ministers
- ◆ Score sheet with goal(s)
- ◆ Basic Certification of Catechists
- ◆ Signed Youth Ministry Code of Ethics
- ◆ Baptismal certificate

HAVE MAILED TO THE *OFFICE FOR YOUTH MINISTRY*

- ◆ Original transcripts from all colleges attended
- ◆ Reference forms from three persons
- ◆ Criminal Offense Record Information (CORI)
Or submit a letter on parish letterhead confirming this procedure has been completed.

Driver Check

All information is sent to

OFFICE FOR YOUTH MINISTRY
305 MICHIGAN AVENUE
DETROIT, MICHIGAN 48226-2631
Phone: 313-237-5812
Fax: 313-237-5752
Email: YouthMinistry@aod.org
Website: www.detroityouthministers.com

Please note:

- ◆ All applications are reviewed twice a year by the Certification Board
- ◆ Applicant will be notified of interview date and time after all credentials are received and reviewed by the Certification Board
- ◆ The time line for the application process is as follows:
 - May 1st, Oct. 1st Application Deadlines
At this time the Office for Youth Ministry staff will review your application and determine if you are ready to proceed. If not, we will inform you of what material still needs to be incorporated into your portfolio.

Interview with Certification Review Board

- Response to applicants
The Office for Youth Ministry will inform applicants by letter of the decision to grant Certification, grant certification with notation, or not to grant certification