

Diocese of Venice

**Catechetical
Certification for
Catholic School
Personnel**



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Elementary School Teachers Who Teach Three or More Religion Periods Per Day

- A. Those who teach religion the major part of the day are to be certified on the **Advanced** level. Teachers have three years to complete diocesan requirements for **Advanced** level certification.
- B. Teachers should have an earned Bachelor's Degree, preferably in theology or a related discipline.
- C. In the absence of a Bachelor's Degree in theology or a related discipline, the teacher is required to earn at least 18 academic credits (graduate or undergraduate) in theology or a related discipline within a three year period from a Catholic college/ university after submission of a transcript.
- D. Renewal of **Diocesan Advanced Certification** may be accomplished through academic undergraduate or graduate credits and/or diocesan, parish or national catechetical events.

Elementary School Teachers Who Teach One or Two Religion Periods Per Day

Teachers are to be certified on the **Basic** level. After completing **Into the Fields**, a teacher must complete an additional 30 hours every three years and thereafter. Teachers must earn 10 credits in content areas A, B, and C as listed on page 5.

Elementary and Secondary Teachers Who Do Not Teach Religion

After completing **Into the Fields**, a teacher must take 18 hours every three years and thereafter. The 18 hours needed for renewal are required in Areas A, B and C.

Catechetical Credentials for Catholic School Personnel

Secondary School Teachers of Religion and/or Religion Department Chairs

- A. All high school teachers of religion are expected to earn within a three year period the **Diocesan Professional Certification** which requires 18 academic credits (graduate or undergraduate) in theology or related discipline (Related discipline is determined by the Diocesan Director of Catechetical Ministry in consultation with the teacher.) with a minimum of three academic credits in each area of growth.
- B. All full-time teachers of religion at the secondary level should possess a Masters Degree in theology or a related discipline. In the absence of a Masters Degree, the teacher is required to have a Bachelor's Degree in theology or a related discipline. In the absence of a Bachelor's Degree in theology or a related discipline, the teacher is required to earn at least 18 academic credits (graduate or undergraduate) in theology or a related discipline within a three year period from a Catholic college/university after submission of a transcript.
- C. If the teacher of religion possesses a Masters Degree but in a different subject area, he/she is required to earn 18 academic credits (graduate or undergraduate) in theology or a related discipline within a three year period.
- D. Renewal of **Diocesan Professional Certification** may be accomplished through academic undergraduate or graduate credits and/or diocesan, parish or national catechetical events.

The Diocese of Venice requires that all teachers participate in catechetical training. Teaching agreements state:

“Teachers will also earn the appropriate level of catechetical hours per diocesan school policy. “

All new teachers who have three years or less of Catholic school teaching experience are required to take a series of four Catholic Identity workshops during their first year of teaching.

The workshops cover Scripture, Liturgy, Social Justice and Morality. They are offered in September, October, November and January from 3:30—5:30 at the three high schools. (The schedule is listed on the Catholic School calendar.)

Into the Fields is the approved catechetical formation program for all diocesan teachers. Upon completion of the 3 year program, a teacher is awarded 45 catechetical credits and a basic catechist certificate.

Levels of Certification

Basic Catechist Certification

Completion of the three-year program, **Into the Fields**, fulfills the basic catechist formation level and earns 45 credit hours.

A completed **Catechist Formation Form** must be approved by the person responsible for conducting the program and signed by the Principal.

Continuing Basic Certification and Advanced Catechist Certification

Credits for *continuing* basic certification (30 credits) and *advanced* certification (60 credits beyond the basic level) may be obtained in the following manner:

Attendance at the Annual Catechetical Day—12 credits

Attendance at the Annual Summer Institute—12 credits

Diocesan approved retreats, days of recollection, school-based faith formation programs.

For continuing basic and advanced certification, credit hours must be obtained in all four of the following content areas listed on the opposite page:

Content (4 areas)

A. Biblical

Catechists study sacred scripture as a source inseparable from the Christian message. Both the Hebrew Scriptures and the Christian Scriptures are to be studied.

B. Liturgical

B1: Study of the Mass, Sacraments, Prayer

Catechists develop their own spiritual and faith life, practice and celebration, and share this with those with whom they walk on the faith journey. The connection between liturgy and catechesis is emphasized. **At least half of the hours in this area must be in B1. Does not include attendance at Mass.**

B2: Spiritual

The other half may be acquired by retreats, parish missions, and days of recollection.

C. Ecclesial

Catechists study doctrine and creedal formulations and witness to Christian moral living. Social justice and multicultural issues are included.

D. Natural

Catechists respond to opportunities to examine signs of the times and to interpret them in the light of the Gospel. This study includes the arts, human development, and methodologies.