

PACIFIC NORTHWEST
CHRISTIAN FORMATION AND DIRECTIONS MINISTRIES
SPIRITUAL FORMATION PROGRAM

Class of 2018-19

STANDARDS, REQUIREMENTS & CURRICULUM

The Spiritual Formation Program includes the following standards, requirements, and curriculum/time-line for certificate of Completion:

STANDARDS:

- I. Full at-home and retreat participation.
- II. Regular reporting of participation, including all required evaluations
- III. Respect of confidentiality with others, especially those in group spiritual direction, re: personal material shared in groups and at retreats.
- IV. Timely payment of tuition and fees

REQUIREMENTS:

I. AT-HOME PARTICIPATION

A. Personal devotions, disciplines, and reflections

It is assumed that you will establish your own time with God and practice of spiritual disciplines offered at each retreat. The readings should support these disciplines and can be integrated in your individual daily time with God. Feel free to confer with the staff if you are unsure how this personal time with God might go.

B. Group Spiritual Direction:

Each participant will be a part of group spiritual direction that will meet at the retreats and during the months of October and February with a spiritual director. It is critical that you take time before these meetings to be with God and reflect upon what you are seeking from God within the context of your life and your spiritual life (prayer, meditation, relationship with God, response to God's invitations in the world, etc.). These groups will meet ten times from October through June (including times at the Treacy Levine Center's retreats). Your presence, preparation, and commitment will be a key part of this time. If for some reason, you have an emergency that necessitates you missing a meeting, it would be important to get a recap from one of the other group members so you can be praying for the group during the following month. To complete this program you must attend at least nine of these meetings.

C. Mentoring— you will have the opportunity to meet with a staff person, your mentor, twice during the year, hopefully in January and May. It is up to you as to what you would like to get out of these times. It is strongly recommended that you send an agenda or confer with your mentor before these meetings.

D. Personal retreat:

It is recommended that each participant take a one-day retreat each semester if possible. Your personal retreat day should involve a minimum of five hours of uninterrupted time and take place in a supportive physical setting so that time and place together create unambiguous space for taking yourself out of your normal routine and agenda, giving yourself to silence and solitude, and being open and attentive to whatever God has for you. To help facilitate this we will inform you of prayer retreats you might attend if you prefer a slightly guided personal retreat.

Prior to these retreats, you might want to consult with your mentor with regard to the focus, form, and setting. After these retreats, it will be helpful to reflect on your experience and send a one page paper or email to your mentor regarding your experience.

E. Readings:

Completion of all required readings and reflection exercises are expected. If you cannot find a specific book, we can try to help you obtain it or suggest an alternative text.

F. Papers:

Two brief (three to five pages) "theme papers" integrating program content and personal experience and reflection are required. The theme of each paper is to be chosen by you from the topics addressed in the readings, presentations, guided experience, and reflection and discussion of the five retreat and group direction experiences.

The first theme paper is due on Monday, **January 7, 2019** and should be given to your group spiritual direction facilitator.

The second theme paper is due on Monday, **May 6, 2019** and should also be given to your group spiritual direction facilitator.

Further guidelines for the papers will be provided to participants.

G. Journaling and Written Reflection Sheets:

We ask that you keep an on-going journal for the course of this program. Its specific form is up to you, and we will not ask you to share it. Ideally, your journal can be a "process workbook" that includes everything from reading notes to notes about direction given and received, peer groups, and your personal reflections. We suggest that you give some time to thinking through how you would like to structure your journaling. Please feel free to consult with the staff and with other associates at the residencies if you have difficulty with this. The bibliography also includes some resources on journaling.

H. Periodic reporting:

By means of periodic mini-reports, referred to as "Update or "Nudge Sheet," we ask that you honestly report your participation in the at-home-phases of the program and comment on how it has been for you. The Update sheet is available on line **and should be mailed or emailed to your mentor** at the first of **every month**. If you feel confined by the structure of the sheets, please feel free to send us equivalent information by letter or any other form you wish. We will try to respond in a timely manner to issues and questions that pertain to the at-home phases of the program.

I. Evaluations:

Self and peer group evaluations will be completed at times. In addition to this, we ask that you give thoughtful consideration to required program evaluations after each retreat.

II. RETREAT PARTICIPATION/ SEMINARS AND SHARED EXPERIENCES

A. Attendance:

Full attendance at all retreats is of course expected. If for some unavoidable reason you need to miss a seminar at a residency, you will need to arrange with another member of your cohort to tape the session for you or to go over it with you. You then need to give the staff person who led the session a verbal or brief written reflection on the material covered, including your responses to any reflection questions asked of the group.

B. Participation:

In addition to attending seminars and group sessions at all five retreats, you will be participating in evaluation sessions with staff, morning and evening prayers, a silent Sabbath time experience, and small and large-group discussions. Full details will be sent to you before each retreat.

C. Preparation:

In preparation for each retreat, you will need to develop the following material: 1) Notes and reflection for your group spiritual direction time. 2) Notes concerning any specific questions or special areas of confusion or uncertainty that you would like to explore with other participants or in individual meetings with staff, (the agenda for the latter will be primarily yours). 3) Your journal and reading notes.

III. TIME LINES AND "DUE DATES":

Time-lines have been created for the benefit of both the participants and staff and are designed to maximize the quality of the learning experience for all. If necessary, time lines can be adjusted in consultation with the staff in accordance with your needs. If you run into significant trouble keeping up with readings and papers, please advise us of your problem sooner than later so that we can try to be of assistance.

IV. CERTIFICATE OF COMPLETION:

The Certificate of Completion will be awarded in accordance with the standards and requirements described above, and will be handed out at the last retreat or mailed to graduates after a final review of the participant's participation after the end of the program.