

Part Two

Professional Development Table of Contents



Handing On the Faith with Excellence

**Archdiocesan Handbook
for Parish Directors and Coordinators of Religious Education**

General Directory for Catechesis – Key Concepts

Revelation	GD-3
Conversion and Faith	GD-4
The Sacraments of Initiation	GD-5
Evangelization	GD-6
Evangelization and Catechesis	GD-7
Ministry of the Word and Catechesis	GD-8
Catechesis	GD-10
Role of the Parish Community in Catechesis: Six Fundamental Tasks of Catechesis	GD-11
<u>Inculturation</u>	<u>GD-13</u>
What Is Inculturation?	GD-13
Who Does the Work of Inculturation?	GD-14
What Is the Role of Catechesis in Inculturation?	GD-15
What Agents does Catechesis Use to Effect Inculturation?	GD-17
What is the Role of Language and Media in Inculturation?	GD-18
Where is Inculturation Directed?	GD-19

Profiles of Catechetical Leaders

Personal Characteristics Indicative of a Call to Catechetical Ministry	Pro-3
Faith Qualities Essential for the Catechetical Ministry	Pro-4
Profiles of Catechetical Leaders	Pro-6
Requirements to Become a Director of Religious Education	Pro-6
Requirements to Become a Coordinator of Religious Education	Pro-7
<u>Competencies of the Director of Religious Education</u>	<u>Pro-8</u>
Six Fundamental Tasks of Catechesis	Pro-11
Relational Skills of the Director of Religious Education	Pro-15
<u>Competencies of the Coordinator of Religious Education</u>	<u>Pro- 21</u>
Six Fundamental Tasks of Catechesis	Pro-24
Relational Skills of the Coordinator of Religious Education	Pro-28

Professional Formation of Catechetical Leaders

Formation of Directors and Coordinators	PF-3
Requirements for Becoming a Director or Coordinator of Religious Education	PF-3
Professional Formation and Training for Parish Directors and Coordinators of Religious Education	PF-4
Prerequisites for Enrollment in Catechetical Leadership Program	PF-5
Suggested Time Frame for Educational Process	PF-5
Contents of Basic Leadership Training Course	PF-6
Advanced Leadership Formation for Coordinators of Religious Education	PF-8
Contents of Advanced Leadership Formation	PF-9
Training Within the Regional Framework for Parish Directors and Coordinators of Religious Education	PF-14
Use of Internet and Social Media for Catechesis	PF-15
Ongoing Professional Development	PF-15
<u>Supervision of the Director and Coordinator</u>	<u>PF-16</u>
Prerequisites	PF-16
Steps to be Followed	PF-16
<u>Certification</u>	<u>PF-18</u>
Requirements for Certification	PF-18
Renewal of Certification	PF-19
Personal Record for Formation and Certification Programs	PF-20
Application Form for Position of Parish Director/Coordinator	PF-24