



ARCHDIOCESE OF NEW YORK
YOUTH FAITH FORMATION

Basic Leadership Training Program for Faith Formation Leaders: 2022 - 2023

This program has been designed for new D/CRE or Youth Ministry Coordinator, to address certain ministerial/administrative expectations that are key to their success during their first year (and beyond) in their new role. The goal is to provide the foundational tools and accompaniment in the journey as a leader during this period of growth.

The program consists in six seminars: three seminars in person (9am - 3pm), two via Zoom (two sessions each on Saturdays 1:30pm-3pm), and one self-paced via ArchNYLAB. Materials for all sessions will be posted in ArchNYLAB- please make sure you have created an account in ArchNYLAB.

August 2022: Starting Smart: Orientation and Overview of Your Role - IN PERSON

Date/Time: August 27th - 9am - 3pm / Location TBD (Lunch Included).

Topics to be covered:

- Overview of Department of Youth Faith Formation
- New Directory of Catechesis
- The Faith Formation Leader as Bridge Builder
- Recruitment/Supervision of Team
- Starting Smart (Religious Education and Youth Ministry tracks)

September 2022: Professional Practice Seminar: Part 1 - ArchNYLAB (self-paced)

- Administration of Faith Formation Programs - Record keeping, Forms, etc.
- Crisis Management and Safe Environment

October 2022: Administration and Methodology - Catechetical Forum (choose one of the two dates)

Date/Location: October 15 (Cardinal Spellman HS - Bronx) AND October 22 (TBA)

- Managing the Learning Environment
- Using the Archdiocesan Guidelines for Catechesis & Session Planning

November 2022: Catechesis for Sacraments Seminar - Saturdays via Zoom

- Nov. 12: Formation for Sacrament Programs: First Penance, First Eucharist, Confirmation
- Nov. 19: Theology of the Sacraments

January 2023: Skills and Tools for Effective Management of Faith Formation Programs - Saturdays via Zoom

- Jan. 14: Relational Skills in Ministry
- Jan. 21: Looking Ahead - Planning and Recruitment for the Next Year (Part 1)

February 2023: Professional Practice Seminar (Part 2) - IN PERSON

Date/Time: February 18th - 1pm-6pm / Location TBD (Dinner Included)

- Wrapping up the year
 - Planning for the next year (budget, materials, etc)
 - Recruitment & Formation of Catechists and Youth Ministry Volunteers
 - Ongoing professional development

To Register for the Year:

Complete attached Registration Form.

By June 24th, 2022, mail in payment with Registration Form to Department of Youth Faith Formation, 1011 First Ave., New York, NY 10022. No registrations can be accepted by phone.

All checks should be made payable to the **Archdiocese of New York**

Questions may be addressed to Bertha Peralta-Rodriguez, Director of Ministry Formation:

Bertha.Rodriguez@archny.org phone 646 - 794 - 2855

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A week before each Seminar you will receive an email from Bertha to remind you of the upcoming seminar which you need as part of your Basic Leadership Training.

Name _____
Email _____
Parish _____
Deanery _____

Registration
Basic Leadership Training Course 2022-2023

Check those seminars that you will attend during 2022-2023

- **Aug. 2022: Starting Smart: Orientation IN PERSON**
Aug. 27: 9am - 3pm (Lunch Included)
- **Sept. 2022: Professional Practice - Part 1 ONLINE**
Self-Paced via ArchNYLAB
- **Oct. 2022: Administration and Methodology IN PERSON**
Choose ONE date: ___ October 15 OR ___ October 22

- **Nov. 2022: Catechesis for Sacraments ONLINE (ZOOM)**
consists of 2 Saturdays: 1:30pm to 3:00pm Nov. 12 & 19
- **Jan. 2023: Skills & Tools for Effective Ministry ONLINE (ZOOM)**
consists of 2 Saturdays: 1:30pm to 3:00pm Jan. 14 & 21
- **Feb. 2023: Professional Practice - Part 2 IN PERSON**
Feb. 18: 1pm - 6pm (Dinner included)

Do you have an ArchNYLAB account? ___ Yes ___ No
(if you do NOT have an ArchNYLAB account, you will receive an email with instructions on how to create one)

Basic Leadership Training Course is paid for by the Parish. The Cost of course is \$40 per seminar. Please send a single check to cover the cost of all the seminars you have selected above.

Enclosed is check for: _____ **Please make checks payable to Archdiocese of New York.**
N.B. Any unused tuition for Basic Leadership Training from 2021-2022 will be applied to the current year's tuition.

Return registration by June 24, 2022 to: Bertha Peralta-Rodriguez, Department of Youth Faith Formation, 1011 First Ave, 12th floor, New York, NY 10022

Additional Contact Information: Bertha.Rodriguez@archny.org Phone: 646 794 2855



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