

Hiring for Youth Ministry: A Process for Success **Revision Notice**

In the autumn of 2003 the NFCYM along with NALM and NCCL submitted new certification standards to the USCCB Commission on Certification and Accreditation. Those standards were approved and are now the defining principles used in determining lay ecclesial ministry formation, assessment, and competency.

Hiring for Youth Ministry relies heavily on these standards and has been, therefore, revised to reflect the 2003 document. However, since that edition has not been published yet, we have included the following references for your use:

- Appendix A and C revised to reflect the new standards.
- Any references to *NFCYM Competency-Based Standards for the Coordinator of Youth Ministry* should be read as *National Certification Standards for Lay Ecclesial Ministers*
- Any reference to four standards should be read as "5". (The standards were regrouped and became five.)
- Chapter 4, page 13-14, should read:
Using the Competency Based Standards in Support and Assessment
The five sections of the standards provide an outline of the major areas for continuing education and development for the CYM. The sections are:
 1. Personal and Spiritual Maturity
 2. Lay Ecclesial Ministry Identity
 3. Catholic Theology
 4. Pastoral Praxis
 5. Professional Practice

It should be noted that the new standards follow a format unlike the original document because they are intended for use by all lay ecclesial ministers with coordinators of youth ministry falling under that heading. Each standard has core competencies that apply to all lay ministers. Each standard also has specialized competencies that apply to specific ministers. Standard Four contains the specialized competencies for coordinators of youth ministry.

We hope that the new standards and this revised document will aid you in your endeavors to hire a coordinator of youth ministry.

Appendix A

Definition of Key Organizations and Terms

Organizations

National Federation for Catholic Youth Ministry (NFCYM). This national nonprofit organization serves diocesan adult leaders who work in the youth ministry community in U.S. dioceses. 415 Michigan Ave. NE, Suite 40, Washington, DC 20017; phone (202) 636-3825; www.nfcym.org.

National Association for Lay Ministry (NALM). This agency is a professional organization that supports, educates and advocates for lay ministers and promotes the development of lay ministry in the Catholic Church.

National Conference for Catechetical Leadership (NCCL). This group is a Catholic association dedicated to advancing the church's teaching mission in the United States, especially by promoting excellence in the catechetical leaders.

National Association of Church Personnel Administrators (NACPA). This agency has done extensive work in the area of human resource development. Its publications include *The Individual and the Institution: Strengthening Working Relationships in the Church*; *Just Treatment for Those Who Work for the Church*; *Pathfinders for Compensation Systems*; *Working in the Catholic Church*; and *A Job Description Manual for Church Ministries*. 100 E. Eighth St., Cincinnati, OH 45202; phone (513) 421-3134.

The United States Conference of Catholic Bishops Commission on Certification and Accreditation (USCCB/CCA). The agency of the United States Conference of Catholic Bishops that is commissioned to evaluate and approve national standards, accredit educational programs in specialized ministries, certify candidates for ministry, and to approve certification procedures of diocesan offices or agencies that certify applicants for ministry.

Key Terms

Coordinator of Youth Ministry (CYM). A person designated with responsibility for parish youth ministry capable of designing, implementing, and coordinating a comprehensive youth ministry, who may work full- or part-time as a salaried employee or as a volunteer.

National Certification Standards. These standards contain requirements regarding the knowledge and skills of a competent lay ministers including youth ministry leaders and coordinators of youth ministry. They have been established by the NFCYM, NALM, and NCCL—professional organizations with the authority to identify competencies needed by lay ecclesial ministers for effective service to parishes. The *National Certification Standards for Lay Ecclesial Ministers Serving as Parish Catechetical Leaders, Youth Ministry Leaders, Pastoral Associates or Parish Life Coordinators* have been officially approved by the USCCB/CCA, and, as such are the authoritative norm for youth ministry competence in the United States. The standards contain common competencies for all lay ecclesial ministers and specialized competencies for youth ministry leaders.

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Appendix C

National Certification Standards: Comprehensive Competencies and Specialized Competencies for Youth Ministry Leaders

Certification Standard One: Personal and Spiritual Maturity

- 1a. A lay ecclesial minister demonstrates personal and spiritual maturity in ministry with the people of God.

Certification Standard Two: Lay Ecclesial Ministry Identity

- 2a. A lay ecclesial minister identifies the call to formal and public ministry as a vocation rooted in baptism.

Certification Standard Three: Roman Catholic Theology

- 3a. A lay ecclesial minister integrates knowledge of Roman Catholic faith within ministry.

Certification Standard Four: Pastoral Praxis

- 4a. A lay ecclesial minister engages in pastoral activity that promotes evangelization, faith formation, community, and pastoral care with sensitivity to diverse situations.

The youth ministry leader shall:

- 4.7 Demonstrate an understanding of the history, vision, goals, themes, and components of Catholic youth ministry.
- 4.8 Utilize theories, models, processes and methods of Catholic youth ministry.
- 4.9 Demonstrate an understanding of adolescent developmental needs.
- 4.10 Model for and collaborate with the faith community in implementing the components of Catholic youth ministry.

Certification Standard Five: Professional Practice

- 5a. A lay ecclesial minister provides effective leadership, administration, and service, in the spirit of collaboration.

Please note: The complete *Standards* document should be reviewed for specific requirements. This document can be obtained through the NFCYM, 415 Michigan Ave. NE , Suite 40, Washington, DC 20017. 202-636-3825. www.nfcym.org

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