

Dear Applicant:

Enclosed is the application for the Certificate in Formational Leadership and all the materials necessary for you to begin this process. There are two parts to the application process:

1. The written application and a written Christian faith narrative
2. The letters of recommendation

The application procedure page will guide you through the process. There are instructions for you to follow in writing your Christian faith narrative. In addition, there are instructions to give to the individuals who will write your recommendations.

It is important for you to be aware of all the standards and requirements necessary for the Certificate Program in Formational Care. You will find the *Standards, Overview, Requirements, and Cost* information on the page following this letter.

We at Healing Care Ministries are excited about your decision to participate in this Certificate in Formational Leadership. We look forward, with great anticipation, to our shared journey.

If at any time, you need assistance during the application process or have a question or concern, please email Laura Travis at laura@healingcare.org

Sincerely,

Dr. Terry Wardle
Founder and President
Healing Care Ministries

Certificate in Formational Leadership Standards, Overview, Requirements, and Cost

Admissions Standards

- A verifiable association with a local Christian congregation
- Two letters of recommendation
- 1500 word narrative on how God used Rooted to bring formation to your spiritual journey and why you feel led to pursue the Certificate in Formational Leadership
- A signed statement that you completed at least 75% of the Rooted Program
- A signed Informed Consent

Program Completion Requirements

Year 2 - Seeking

Each month participants will provide the following to their facilitator & the director:

- 500 word reflection paper on one element of the program that was particularly formative (teachings, readings, experientials, community time, one-on-one session). We ask that you choose the same element no more than three times throughout the course.
- A signed sheet that they have completed all the work for that month.

At the end of the program you will provide:

- A final 1500 word reflection paper on the three most formative aspects of the program and how they will inform your faith journey and help you lead in your respective areas of ministry.

Year 3 - Leading

Each month participants will provide the following to their facilitator & the director:

- 500 word reflection paper on one element of the program that was particularly formative (teachings, readings, experientials, community time, one-on-one session). We ask that you choose the same element no more than three times throughout the course
- A signed sheet that you have completed all the work for that month

At the end of the program you will provide:

- A final 1500 word project report detailing how the course has changed your approach to one leadership role in your sphere, and the results you are seeing from those changes. We will suggest you keep a journal of your awarenesses, plans, actions and results for that role.

Costs

- Application Fee of \$50 is due at the time of application submission. If a person is not accepted to the program a complete refund will be issued.
- The cost of Seeking is \$1,285.00
- The cost of Leading is \$1,285.00
- Both programs require a \$285 deposit. The remaining balance, if not paid in full, can be paid with 10 equal payments of \$100 throughout the course of the program.

APPLICATION PROCEDURE

You are beginning a process that will ultimately provide you with a Certificate in Formational Leadership. This is an important step toward your ministry to God's broken people. Be assured that we take this commitment to serve your personal and professional growth with the utmost serious-ness.

To complete the process, you will need to provide the following to Healing Care Ministries:

- The application form, including the signed informed consent
- A written narrative on your Rooted experience (See CFL Standards, pg. 2)
- A recommendation from your Rooted facilitator
- A spiritual recommendation
- A signed inform consent
- \$50 application fee

Explanations of these items are included in the enclosed material. If you have further questions regarding your unique situation, email your questions to laura@healingcare.org.

Send all material to:

Healing Care Ministries
PO Box 96
Ashland, OH 44805

-or-

Email it to laura@healingcare.org

APPLICATION FOR CERTIFICATE IN FORMATIONAL LEADERSHIP

Name _____
Last First Middle Title

Mailing address _____

Email address _____

Home Telephone _____ Cell phone _____

For Clergy: Ordained Yes No

Church affiliation & Pastor _____

Church/Pastor email _____ Phone _____

Year attended Rooted _____

Optional information: Date of birth _____ Race _____ Male Female

TO BE COMPLETED BY THE OFFICE ONLY:

NOTES:

Application received _____

Application fee paid _____

Family/friend recommendation _____

Professional recommendation _____

Spiritual recommendation _____

Written Christian faith narrative _____

Notification of acceptance _____

ROOTED NARRATIVE

Dear Applicant:

Please prepare a 1500 word narrative on how God used Rooted to bring formation to your spiritual journey and why you feel led to pursue the Certificate in Formational Leadership.

When you have completed your composition, please return it to us in one of the following ways:

Healing Care Ministries
PO Box 96
Ashland, OH 44805

-or-

Email it to laura@healingcare.org

PREVIEW

Informed Consent

Office Copy

- I have read and understand each document in this manual.
- I have specifically read the ethical considerations and understand them and have asked any questions if necessary.
- I accept the requirements and guidelines outlined in this manual.
- I understand that the Certificate in Formational Leadership program exists for the purpose of focused training in Formational Prayer.
- I understand that the certificate designates only the completion of training in Formational Leadership, not competency.

Advisee Signature: _____

Signed on this date: _____

Informed Consent

Advisee's Copy

- I have read and understand each document in this manual.

- I have specifically read the ethical considerations and understand them and have asked any questions if necessary.

- I accept the requirements and guidelines outlined in this manual.

- I understand that the Certificate in Formational Care program exists for the purpose of focused training in Formational Prayer.

- I understand that the certificate designates only the completion of training in Formational Prayer, not competency.

Advisee Signature: _____

Signed and witnessed on this date: _____