



MASTER CATECHETICAL CERTIFICATION POLICY

Office for Catechetical Formation

Archdiocese of Philadelphia

Catechesis

Catechesis is sharing the teachings of Jesus Christ in such a way that the believer comes to know God, believe in Him and his teachings, and enter into a deeper and transformative relationship with Jesus Christ. Catechesis involves the teaching of doctrine as well as the living practice of the faith. Catechizing and being catechized are lifelong responsibilities for every Catholic.

Catechesis seeks to: promote knowledge of the faith; promote knowledge into the Celebration of the Mystery; promote moral formation for Life in Jesus Christ; teach Christians how to pray with Christ; and introduce Christians to live in community, participating actively in the life and mission of the Church.

“The definitive aim of catechesis is to put people not only in touch but in communion, in intimacy, with Jesus Christ: only he can lead us to the love of the Father in the Spirit and make us share in the life of the Holy Trinity.”
St. John Paul II, Catechesi Tradendae, 5

Called to be a Catechist

The ministry of the catechist is a vocation, an interior call of the Holy Spirit. It springs from the Sacrament of Baptism and is strengthened by the Sacrament of Confirmation. Catechists are practicing Catholics who participate fully in the communal worship and life of the Church, and who have been prepared for their apostolate by appropriate catechetical training.

Catechists are called to holiness. Holiness is characterized by a love of God and a life of faith, hope and love that manifests itself in daily prayer. The call to holiness is marked by an apostolic spirit and missionary zeal, a love for their brothers and sisters through generous service, and a life devoted to the Eucharist and Mary.

All the baptized are called to participate in the catechetical ministry. Some are called to more specific catechetical roles. Bishops are primarily responsible for catechesis. Priests share the teaching role of the bishop and are his immediate collaborators. Catechists assist bishops and priests in the catechetical mission by teaching the faith.

Catechetical Formation

To present the Catholic faith in its fullness and in a way that is attractive, those who catechize need preparation and ongoing formation. Catechist formation must ensure that catechists receive assistance in developing and nurturing their knowledge of the faith and the Gospel message, as well as the ability to transmit it. Catechetical Formation involves intellectual, spiritual, pastoral, and human dimensions. It promotes: an understanding of the nature and goals of catechesis; knowledge and understanding of Catholic faith and practice; familiarity with resources; awareness of methodologies associated with the social, cultural, ethnic, demographic and religious circumstances of people who are served; ongoing study of scripture and theology; growth in human, spiritual and pastoral qualities necessary for the work of a catechist; unity with pastors and the Church where all authentic religious education occurs.

Master Catechetical Certification

All Archdiocesan Elementary School Administrators & Teachers as well as Directors/Coordinators of Parish Religious Education (D/CREs) must obtain a Master Catechetical Certification.

“A catechist is a lifelong Christian disciple who seeks to grow daily in knowledge and love of the Word of God with dedication to forming others through personal witness to Jesus Christ in the power of the Holy Spirit.”
– Directory for Catechesis Leader’s Guide, 8

Catechetical Courses

All catechetical courses are one credit. Courses are provided through the OCF School of Catechetical Formation and the Catechetical Institute of St. Charles Borromeo Seminary.

The Office for Catechetical Formation School of Catechetical Formation Courses



All OCF courses are in-person:

- Blessed Virgin Mary: Doctrine & Devotion
- Catholic Identity: Celebrate the Difference
- Reconciliation
- Seeing the Devil Clearly
- Sacraments of the Catholic Church
- The Word of God

For more information, scan the QR code below, or go to: <https://phillyocf.org/school-of-catechetical-formation/>

St. Charles Borromeo Catechetical Institute Courses



All seminary courses are online:

- Catholic Moral Teaching
- Christian Anthropology
- Foundations of the Church
- New Testament
- Old Testament
- Person of Jesus
- Sacraments of Healing and Vocation
- Sacraments of Initiation

For more information scan the QR code below, or go to: <https://www.scs.edu/sts/catechetical-institute/>

Requirements

Master Catechetical Certification is to be completed by the 8th year of employment in the Archdiocese of Philadelphia.

Those under this policy are to earn twelve (12) catechetical credits:

- Eleven (11) Course Credits through the OCF and/or Catechetical Institute courses.

- One (1) Orientation Credit
 - The Orientation credit for new Catholic School Administrators is earned by attending the annual New Administrator Orientation Day in August.
 - The Orientation credit for Catholic School Teachers is earned by attending the annual New Teacher Induction/Catechetical Orientation Day in August.
 - The Orientation credit for new D/CREs is earned by attending the annual New D/CRE Orientation Days in August.

The school principal, as the catechetical leader of the school, is expected to implement this policy and monitor the progress of each teacher.

College Course Credit

Theology or religious studies credits from a Catholic university or college may qualify toward the fulfillment of the Master Catechetical Certification requirements. Copies of transcripts must be forwarded to the OCF for review and approval of these credits. If approved, these credits are applied towards Master Catechetical Certification.

Archdiocesan Catechetical Records

The OCF holds electronic catechetical records. It is, however, the responsibility of the Administrator, Teacher or D/CRE to monitor and keep a current copy of his/her record. Upon successful completion of a Master Catechetical course, the individual's Archdiocesan catechetical record is updated. Once recorded, an updated record is emailed for personal files. School teachers should give a copy of their updated record to their school principal. Upon completion of all requirements, the individual contacts the OCF for a review of his/her catechetical record. If all requirements are satisfied, a Master Catechetical Certificate is emailed to the Catholic Elementary Administrator, Teacher, or D/CRE.

For more information about Master Catechetical Certification, go to:

<https://phillyocf.org/catechetical-formation/>

