Let's Get Started

Target Audience

Clinical Pastoral Education (CPE) students
Seminary students
CPE supervisors
Chaplains mentoring candidates toward certification
Any seeking an equivalency for education, CPE or work experience
Description

The Board Certified Chaplain (BCC) credential is the gold standard in professional chaplaincy. Certification standards are high and applying is more rigorous than a simple online form.

This Webinar will help you understand the board certification standards and how to plan, right now as a potential candidate, to meet them.

CPE supervisors and mentors will also benefit from this Webinar, which will provide them with up-to-date resources and information to help guide students.

Learning Objectives

• Become familiar with the Common Standards for Professional Chaplaincy and the CPE Crosswalk
• Common mistakes that prevent applicants from meeting certification standards and how to avoid them
• Helpful hints to make the certification application process go smoothly
• General guidelines for requesting a theological education, CPE or work experience equivalency. (An "equivalency" indicates a form of education or training that varies from the usual route but complies with national standards.)
• Board of Chaplaincy Certification Inc. (BCCI) website www.professionalchaplains.org/bcci

Polling Question

Tell us about yourself
(check all that apply if you have multiple participants at your site)

1. Applying for board certified chaplain
2. Applying for associate certified chaplain
3. Seeking an equivalency for CPE, theological education or work experience
4. CPE supervisor
5. Seeking information to mentor others toward certification
Satisfying Formal Requirements

Common Standards

Ecclesiastical Endorsement
- Same for BCC & ACC

Educational Requirements & Equivalencies
- 72 semester credit hours for BCC
- 48 semester credit hours for ACC

ACPE Units & Equivalencies
- 4 units for BCC
- 2 Units for ACC

Work Experience – 2,000 hours
- Same for BCC & ACC

Timing & the Application Process

Endorsement

Documentation of current endorsement or of good standing in accordance with the applicant's faith tradition.

Implies
- Accountability to faith group
- Responsibility for applicant for certification
- Mailed by endorsing agent to BCCI

Faith groups unfamiliar with endorsement
- Process to become a recognized faith group, if not already recognized.
- Candidate contacts BCCI office.

Education Requirements & Equivalency

- Theological education standard is an 72-semester-credit-hour graduate theological degree, such as a master of divinity, for board certification. (For associate certification, 48 semester credit hours are required.)
- The school must be accredited by a member organization of the Council for Higher Education Accreditation (www.chea.org).
- A BA or BS from a CHEA-accredited organization is required. If the undergraduate degree is unaccredited, the graduate degree must be accredited.
- Special process for faith groups that educate in mentored tradition (e.g., Buddhist).
Education Equivalency

- Candidates with other graduate level education or lacking the required number of credits need to file for an equivalency. The form is available on the APC website under Certification-BCCI.
- Complete all areas of the Theological Education Equivalency form.
- The essay should explain the relationship between the candidate’s education and training and the standard accredited graduate theological degree.
- Provide information on all training and mentored categories.
- No credits are awarded for work experience.
- Check your math.
- If the graduate degree is unaccredited, send a catalog so that the reviewer may evaluate courses and faculty.

The CPE Crosswalk

ACPE and APC have given endorsement to one document that correlates ACPE objectives and outcomes to the Competencies contained in the Common Standards for certification. Four units of CPE are required for BCC and two units for ACC.

Questions?
Preparing Paperwork for Successful Committee Appearance

Addressing Competencies
• Both BCC and ACC applicants should address all competencies

Discussing Self-reflection and Self-disclosure

Identifying Vignettes and Verbatims for Submission

Addressing Competencies
• Four essays
  • Theory of Pastoral Care
  • Identity and Conduct
  • Pastoral
  • Professional
• Writing the essays
  • Include the competency
  • One to two paragraphs explaining how competency is met and illustrating
• Written application needs to be professional and graduate level quality.

Discussing Self-Reflection and Self-Disclosure
• Autobiography
  • Brief—no more than 5 pages
  • Issues relevant to pastoral work
    • Characteristics from history influencing current behavior
    • Awareness of limitations affecting pastoral work
• In essays use illustrative material showing use of self in ministry
Identifying Vignettes and Verbatims for Submission

- Demonstrate your best work
- Not CPE-style reports in analysis
- Analysis to include
  - Introductory paragraph
  - Each competency checked on cover sheet
  - Paragraph explaining how verbatim report demonstrates meeting competency
  - Cite conversation points to illustrate
  - Summary of how competencies met

Questions?

Committee Appearance
In Preparation

Describing common mistakes
Explaining how the committee process is different than a CPE group
How to prepare yourself to meet a professional committee
Potential Outcomes
After the Committee Appearance
Common Mistakes

- Failing to have someone read to recommend editing notes of written material
- Talking too long about any one topic
- Becoming defensive
- Arguing
- Failing to have ready mental access to theories on which one relies

Different from a CPE Group

- Demonstrating competence
- Likely to feel similar to IPR since you are the focus
- Not a learning experience
- Focus on strengths
- Use theories of pastoral work
  - Personality theory
  - Ethics theory
  - Demonstrate your theology

Preparing Yourself

- Manage anxiety
  - Mock committee
  - Become used to having several people question you in a group
- Be a non-anxious presence
- Review your theories
- Review your written application
- Be open to other ideas
- Use FAQs on website
BE YOURSELF!

Samuel Wilberforce said, “Some clergy prepare their sermons, while others prepare themselves.”

Potential Outcomes

1. Certification Recommended
2. Provisional Certification Recommended
   • All competencies met
   • 2000-hour employment remaining
3. Provisional Certification with Subsequent Appearance Recommended
4. Subsequent Appearance Recommended
5. Certification Not Recommended

After the Appearance

• Receive recommendation
• Try to understand what committee recommends should they not recommend what was requested
• Receive any printed application material from committee members
• Complete the feedback form given by the committee and return it to BCCI
Other Helpful Hints

- Be yourself—let the committee see the person your CPE Supervisor and peers in CPE know
- Be congenial
- Be open
- Be transparent

BE YOURSELF!

Remember: Samuel Wilberforce said, "Some clergy prepare their sermons, while others prepare themselves.

Questions?