

CERTIFICATION

in Specialized Ministries in
The United Methodist Church



HIGHER EDUCATION & MINISTRY

General Board of Higher Education and Ministry
THE UNITED METHODIST CHURCH



Camp & Retreat Ministry

Educational Requirements

Individuals seeking professional certification in camp/retreat ministry in The United Methodist Church must meet the standards set by the General Board of Higher Education and Ministry (GBHEM) and Discipleship Ministries. These include successful completion of core training relating to camp/retreat ministry. People are certified by the annual conference Board of Ordained Ministry (BOM) in cooperation with GBHEM.

Courses are designed to provide core training for people to qualify them for certification. Other requirements for certification include personal and church qualifications and experience in the area of camp/retreat ministry as determined by GBHEM.

The core training includes theories and methods of teaching the Bible, exploration of the pedagogical and theological bases for ministries, and equipping people as disciples for the transformation of the world. Courses also include an understanding of The United Methodist Church, its structure, curriculum, and resources.

Candidates may participate in more than one course each year. A maximum of ten (10) years is allowed for completion of the certification studies. Two years' experience working in a specialized area is required for certification. Experience is defined as a contractual agreement with supervision, accountability, evaluation, and continuing education in a specialized ministry area. Sufficient experience is approved by the annual conference BOM and may also require pre-approval.

CORE COMPETENCIES FOR CERTIFICATION IN CAMP & RETREAT MINISTRY

1. Ability to develop/implement camp/retreat programs that communicate to all people an understanding of and commitment to Christian teaching according to the heritage of the United Methodist movement.
2. Ability to articulate and implement biblical/theological foundations for Christian hospitality.
3. Ability to design camp/retreat ministry to develop spiritual leaders.
4. Ability to lead others to address ecological and social justice concerns as a part of Christian discipleship, including the ability to develop programs and resources.
5. Understanding of camp/retreat center administration, including the ability to develop programs and resources.
6. Ability to dialogue and partner with ethnic leaders and their communities through camp/retreat ministry.

REQUIRED COURSES FOR CAMP & RETREAT MINISTRY

Certification in camp/retreat ministry in The United Methodist Church must meet the standards set by the Division of Ordained Ministry of the General Board of Higher Education and Ministry and Discipleship Ministries. This includes successful completion of core training in Camp/Retreat Ministry:

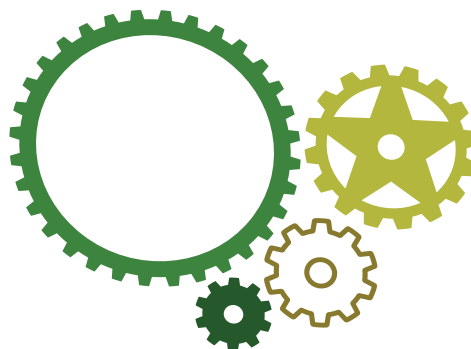
1. The Mission, Role and Value of Camp/Retreat Ministry
2. Biblical and Theological Foundations of Camp/Retreat Ministry
3. Faith Formation and Program Design
4. Spiritual Leadership and Personnel Supervision
5. Business Management for Non-Profit Ministries
6. The Ministry of Fund Development
7. Camp Retreat Center Administration
8. Immersion in United Methodist Camp Retreat Ministries, including United Methodist history and theology
9. A capstone project that demonstrates the ability to teach and apply aspects of the learning to implementation within camp/retreat ministry settings.

The United Methodist Camp and Retreat Ministry Association (UMCRM), in collaboration with Discipleship Ministries, has established ongoing Core Training opportunities for Camp/Retreat ministry certification.

CORE CONTENT:

- **Faith Formation and Christian Living:** Biblical foundations of camp/retreat ministry and faith formation; creative strategies for reaching out and welcoming people into faith formation experiences; preparing intentional pathways for people to connect to and deepen their relationship with God; effective methods for teaching Christian faith and discipleship; and providing participants and guests with opportunities to actively practice Christian discipleship with one another and all of God's creation. Strengthening the partnership between camp/retreat ministry, local congregations, and conference ministries for long-term faith formation and developing spiritual leaders is an important aspect. It involves Christian hospitality and faith formation when hosting culturally diverse guests and groups.

- **The Theology and Ecology of Common Ground:** Camp/retreat ministry plays a significant role in inspiring and training spiritual leaders who shape society by engaging communities and congregations in ministries of earth care and social justice as an expression of holy common ground. Students will study biblical and theological perspectives on the link between faith in God and loving interdependence among people and all creation. The training further gives a basic overview of key ecological principals and environmental concerns facing contemporary society; studies in global social justice aspects of the ecological crisis; explores site operational practices that establish camp/retreat/conference centers as Common Ground Centers where people practice Christian stewardship of creation, justice, and mercy; and discusses strategies for training and involving both urban and rural leaders for Common Ground Ministries that reach out beyond the camp/retreat site or local congregation.
- **The Ministry of Camp/Retreat Center Management:** Overview of Christian camp/retreat/conference center administration; leading a mission-driven ministry; discerning shared visions of implementation; offering Christian hospitality and hosting guest groups; selecting and developing volunteer and paid staff; partnering with local churches, judicatory entities, and other organizations; managing food services; maintaining grounds and facilities; providing risk management and health care; assuring the safety of children, youth, and vulnerable adults; creating and managing budgets; marketing and public relations; office management; establishing operational standards, procedures, and guidelines; strengthening boards and committees, spiritual nurture, and renewal of residential staff; continuing education opportunities and resources.
- **United Methodist Studies:** Understanding of and grounding in United Methodist doctrine and polity, which may include a study of doctrine, the General Rules, Social Principles, and polity of the UMC as found in The Book of Discipline; and the history of United Methodist camp/retreat ministry.

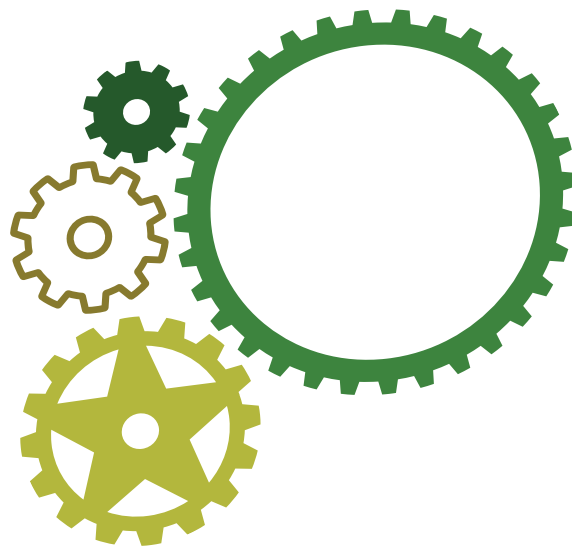


STEPS INTO CAMP & RETREAT MINISTRY CERTIFICATION

- 1. Contact Kevin Witt**, director of camp and retreat ministry for United Methodist Discipleship Ministries (kwitt@umcdiscipleship.org or 541-317-1615) or Gary Lawson, education chairperson for the United Methodist Camp and Retreat Ministry Association (garydlawsonsr@gmail.com or 731-441-8501). They will respond to your questions, let you know how to register for the education program, and connect you with an advisor to assist you throughout the certification process. Camp/Retreat ministry courses completed at a seminary on the University Senate list (www.gbhem.org/education/seminary/approved-seminaries) may be accepted toward the education requirements only if approved in advance by the United Methodist Camp and Retreat Ministry Association.
- 2. Contact your annual conference's Board of Ordained Ministry** certification registrar to let them know you are pursuing United Methodist specialized ministry certification in Camp/Retreat Ministry. Your annual conference office should be able to provide you with the name of the registrar or the Board of Ordained Ministry chairperson. The annual conference ultimately approves candidates for certification. Ask the Board of Ordained Ministry if they have requirements in addition to course work and an interview.
- 3. Download, complete, and submit Form HE4064:** Enrollment in Professional Certification in Specialized Ministry in the United Methodist Church (www.gbhem.org/certification).
- 4. Complete the educational requirements.**
- 5. Be sure to complete two years of supervised experience in camp/retreat ministry.**
- 6. After completing the education and work experience requirements, download, complete, and submit Form 323790:** Application for Professional Certification in Specialized Ministries in the United Methodist Church (www.gbhem.org/certification). Also complete and submit Form HE4012, Request for References.
- 7. After receiving your application, your Board of Ordained Ministry** will contact you to schedule an interview and arrange for other required procedures.
- 8. If the General Board of Higher Education and Ministry confirms** that you have completed the

education requirements and your Board of Ordained Ministry approves you for certification, the BOM will order a certificate for you for presentation at the next annual conference session. The Board of Ordained Ministry will maintain files on all certified specialized ministers.

- 9. To maintain active certification status**, you must submit a renewal form (downloadable from www.gbhem.org/certification) every other year, even-numbered years. If you wish to renew after letting your certification lapse, you will need to meet the current certification requirements in order to be reinstated.
- 10. If you move to another annual conference**, ask your Board of Ordained Ministry to transfer your files to your receiving annual conference.



HIGHER EDUCATION & MINISTRY

General Board of Higher Education and Ministry

DISCIPLESHIP MINISTRIES

General Board of Discipleship

THE UNITED METHODIST CHURCH

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