



**Cognitively-Based Compassion Training**  
A Program of the Emory-Tibet Partnership  
Updated: February 15, 2016

## **CBCT TEACHER CERTIFICATION OVERVIEW**

In 2005, the Emory-Tibet Partnership launched a research study to evaluate whether compassion training could be employed as a method to address growing rates of depression in college undergraduates. The results of that study demonstrated that the practice of compassion meditation reduced neuroendocrine, inflammatory and behavioral responses to psychosocial stress that have been previously linked to the development of mental and physical disease. These promising results attracted the attention of leaders in education, medicine, and the Atlanta foster care system. Over the last several years, members of our team have initiated a series of research projects evaluating the efficacy of our CBCT intervention for healthy adults, elementary school children, adolescents in foster care, and survivors of trauma.

To meet the needs of our growing research programs, we launched our first CBCT Teacher Certification Program, Level One, in 2011. This program offers a comprehensive introduction to CBCT theory and pedagogy, and certified teachers to begin teaching CBCT in research and community-outreach settings.

The CBCT Teacher Certification program is intended for those with a long-term contemplative or meditative practice who wish to deepen their knowledge of Cognitively-Based Compassion Training and to serve as CBCT instructors for ongoing research projects or for outreach in their personal or professional communities. The list of Certified Teachers includes people from many areas, including K-12 teachers, therapists, doctors, nurses, community organizers, researchers, and graduate students. All are people who have taken the Foundation Course in CBCT and hope to make CBCT a bigger part of their lives.

Long-distance training for those outside of the Atlanta area can be discussed and is offered on a case-by-case basis. At a minimum, in-person attendance the summer retreat and the workshop at the end of the Practicum is required, and special accommodation for the TAship must be discussed.

Please note that if an institution wants to offer CBCT, for example by having its staff teach CBCT as part of their salaried duties or by offering CBCT to individuals who pay the institution directly for instruction, an institutional agreement is required, notwithstanding the Certification Agreement that is required for individual instructors. Please inquire directly with the Emory-Tibet Partnership if you would like to know more about the Institutional Agreement.

Please note that CBCT Teachers are expected to coordinate all research on CBCT with the Emory-Tibet Partnership, as spelled out in detail in the Certification Agreement.

## **CERTIFICATION LEVELS**

### **Level One**

Level One Certification allows one to teach Cognitively-Based Compassion Training program (CBCT) in either research or non-research contexts.

Certified teachers have access to teaching manuals and materials, promotional literature and templates, and the web-based database of CBCT-related audio recordings, hand-outs, and other reference materials and resources.

Certified teachers are provided professional development support via continuing education opportunities, including CBCT refresher courses and retreats at discounted rates.

Certified teachers have their name listed on the CBCT website to confirm their active certification status, are granted the limited right to use both the name and logo of CBCT in their professional material and publicity, and may refer to themselves as Certified Instructors or Certified Teachers of CBCT.

*A note on research contexts:* Teaching of CBCT, when provided for a research study, is to be coordinated with the Emory-Tibet Partnership's CBCT Program and executed by instructor(s) with a minimum Level One Certification. It is recommended that research studies include funds to pay the Emory-Tibet Partnership for provision of a certified instructor. The instructor(s) can be contracted directly by the Emory-Tibet Partnership. The funds include the teachers' salary, provision of CBCT materials (written and recorded), and other support of the intervention, including quality control measures, adaptation of the CBCT course for a particular population, services provided by the CBCT staff and overseen by CBCT administration, and website and other overhead costs. Depending on the complexity of the project, typical fees for provision of a 10 to 12 week course in 2016, taught by either 1 or 2 teachers, range from \$3,600 to \$6,000 per course. Teaching in pairs is the required model for studies, unless explicitly permitted by ETP. Each instructor receives between \$1200 and \$1800 for a typical 10 week class, again depending on the details of the study. All studies of CBCT shall include consultation by program director and developer Lobsang Tenzin Negi, PhD, who will as co-investigator and co-author. All research grants shall include fees to cover this consultancy.

A copy of the Level One Certification Agreement is available upon request.

### **Level Two**

Level Two Certification is meant for advanced teachers with many years of experience in teaching CBCT. The primary benefits of this level are (1) offering CBCT "foundation" courses that count as a prerequisite for applying to the CBCT Teacher Certification program (though only when offered through a formal institutional partner), and (2) referring to one's self as a "Senior" instructor of CBCT.



## **CERTIFICATION and APPLICATION PROCESS**

*Details, including 2015 costs, are presented below for each of these topics:*

### Level One Certification Components

- I. Summer Retreat/Workshop
- II. Fall Practicum
- III. Teaching Assistantship

### Level Two Certification Components

- I. Teaching Portfolio Review
- II. Final Examination

### Enrollment and Registration

- I. Application Process
- II. Seeds of Compassion Scholarship



## LEVEL ONE COMPONENTS

Level One Certification requires attending the three part Teacher Certification program: retreat, a practicum, and a teaching-assistantship. The first two parts are attended as an intentional cohort to provide a supportive environment for development of CBCT teaching skills.

### **I. Summer Retreat / Workshop**

A 9-day retreat and workshop led by the CBCT director affords participants an opportunity to deepen their compassion meditation practice and begin developing skills of teaching the protocol. The first five days are devoted to intensive practice and reflection (retreat). The final four days are a workshop to begin exploring and explaining the protocol in all its parts, with a focus on the science of compassion and methods of contemplative pedagogy.

*Dates: Saturday, July 16 – Sunday July 24. 9 am to 7 pm daily (except ending at 2 pm on the final day).*

*Location: Drepung Loseling, Inc., 1781 Dresden Dr NE, Atlanta, GA 30319  
All participants are responsible for arranging their own off-site accommodation and transportation. (Please inquire for a list of possible accommodations and other logistics.)*

*2016 Cost: \$1400.*

### **II. Fall Practicum**

The Practicum provides an extended opportunity for trainees to develop their knowledge and understanding of the protocol through readings, discussion, writing, and sample teachings, all in the context of attending and reflecting on a CBCT course taught by experienced CBCT instructors. As participant/observers, trainees attend an eight-week long course (1.5 hours/week) at one of our sites and then attend a 2.5-hour seminar each week to discuss pedagogy and practice related to the topic of the course for that week. They also attend a weekend workshop focused on pedagogical strategies and skills.

Via weekly assignments throughout the practicum, trainees build their own course syllabus with sample class plans and meditation scripts for each topic, practice making presentations of CBCT content to the group, and lead their fellow participants in meditation practice. The practicum includes weekly assigned readings, both background material for the protocol and scientific studies examining compassion and contemplative practice. There are also writing assignments responding to hypothetical student questions.

Throughout the practicum, trainees practice the CBCT protocol daily, alongside the class they are attending, and are asked to keep a practice journal in order to help strengthen their insights into the protocol and how to present it.



The practicum concludes with the preparation of a comprehensive Teaching Statement that explains one's perspective on and approach to teaching CBCT, sets goals for further development of one's teaching abilities and methods, and sets intentions for bringing CBCT to certain populations or folding into one's ongoing professional development.

Dates: *(Specific dates **not yet finalized** for 2016)*

*Seminar Meetings: Eight weekday evenings (typically on Mondays or Tuesdays), 4:50 pm to 9:10 pm. Mid-September to Mid-November. Location: Emory's Main Campus.*

*Weekend Workshop: Mid-November. Friday evening – Sunday afternoon.  
Location: Drepung Loseling..*

2015 Cost: \$1900

### **III. Teaching Assistantship (TAship)**

To complete the Teacher Certification, trainees co-teach an eight-week course with an experienced CBCT teacher as a Teaching Assistant (TA). Working with the training director(s) and the co-teacher, TAs develop personal goals for their own development as teachers and review this goals periodically throughout the course to evaluate progress. They also receive feedback and guidance on teaching strategies and approaches from the co-teacher and the Teacher Certification director, based on goals set and also adherence to the protocol. TAs submit weekly class notes and reflections, continue to develop their personal practice alongside the participants whom they are teaching, and are asked to keep a journal of their thoughts on their teaching and practice.

Note: Given that the number of available teaching opportunities is limited and outside the control of the CBCT program, and that trainees often are asked to interact with study participants and sensitive populations, Teaching Assistantship placement is assigned solely at the discretion of the Director and placement is not guaranteed for any individual or within any time frame.

Dates: *Typically a 10 week course, beginning after successful completion of the Practicum.*

2016 Cost: \$2,100. *(This TAship supervision fee may vary due to particular circumstances and is sometimes offset by volunteer participation in research projects or community outreach.)*

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#### TEACHER CERTIFICATION COST SUMMARY

<i>Summer Retreat/Workshop:</i>	<i>\$1,400</i>
<i>Fall Practicum/Weekend Workshop:</i>	<i>\$1,900</i>
<i>Teaching Assistantship:</i>	<i>\$2,100</i>
<b>TOTAL:</b>	<b>\$5,400</b>

## **LEVEL TWO COMPONENTS**

After successful attainment of Level One Certification, teachers are expected to teach several courses and gain a strong level of confidence with the material and their personal pedagogical abilities before applying for Level Two Certification. (This may take several years, but please note that Level Two Certification is not necessary for teaching CBCT.)

If a teacher is considering the pursuit of Level Two Certification, it is recommended to meet informally with the CBCT director or Teacher Certification coordinator to discuss the process and review the steps listed below.

### **I. Teaching Portfolio Review**

In order to initiate the formal review for Level Two Certification, a teacher prepares and submits a Teaching Portfolio. The actual content of the portfolio will be specific to each individual, and exceptions may be granted on a case by case basis, but the goal would be to include the following items at a minimum:

1. Updated and expanded Teaching Statement. (See Practicum.)
2. Explanation of goals and intent for acquiring the Level Two Certification.
3. A set of class plans, tailored to a particular population or class that the applicant has taught as a lead teacher.
4. A set of quality audio recordings of guided meditations for each of the 8 topics.
5. An edited set of quality video recordings of a class taught by the instructor, providing 3 clips that demonstrate an ability to: (1) presenting complex pedagogical CBCT material (Topics 3, 4, or 5) with clarity, (2) leading discussion / providing feedback to student questions and concerns, and (3) leading meditation for one of the more complex topics (Topic 3 or later). Each clip should be 10 -30 minutes long, no more than 1 hour total, and chosen to demonstrate proficiency.
6. Three letters of recommendations: from mentor, colleague, and student.
7. Relevant course evaluations/surveys that give feedback on one's teaching.
8. A description of the ongoing development of one's meditation practice, focusing on the prior 6 months to 1 year. Include updated list of retreat attendance. (Minimum 2 retreats are expected between the initial CBCT Teacher Certification retreat and the application for Level Two Certification.)

After receiving the Teaching Portfolio, the CBCT director and training coordinator will convene a committee, including a Senior Teacher familiar with the applicants work if possible, to review the portfolio in its entirety and to provide feedback. This committee will also determine whether the applicant needs more development of the portfolio before it is approved. If the portfolio is not approved, the applicant will be given specific feedback about which areas need improvement and will be given the chance to revise and resubmit the portfolio. In some cases the applicant may be asked to teach a CBCT course, perhaps with supervision or in a co-teacher setting, to develop and demonstrate certain skills or knowledge before re-submitting the portfolio.



*Dates: The review and approval of a Teaching Portfolio is a detailed process that may take several months after the initial date of the submittal. Any additional materials that are required to complete the portfolio after the initial submittal may delay the review.*

*2015 Cost: \$650. Fee is non-refundable and is required to initiate the review process.*

## **II. Final Exam**

Once the Teaching Portfolio is approved, the applicant will be notified that they may sit for the final exam, which will be administered by the CBCT Director, either in writing or orally at his discretion.

Level Two Certification will be granted after successful completion of the exam.

*Time/Dates: To be scheduled at mutually convenient time.*

*2015 Cost: The cost of taking the exam once is waived, based on full payment of the portfolio review fee. A re-exam, if needed, will be provided for \$150.*



## ENROLLMENT AND REGISTRATION

### I. Application Process

#### A. Prerequisites

In order to apply for the Teacher Certification, interested participants should meet the following prerequisites:

- (1) have attended or be currently enrolled in the CBCT Foundation eight-week course or two-weekend intensive with Dr. Lobsang Tenzin Negi, both typically taught in the spring of each year;
- (2) have been practicing meditation regularly for at least one year; and
- (3) have attended at least one 7-day, teacher-led residential retreat.

These requirements are based on the observation that a personal contemplative practice is central to the communicative ability regarding the concepts and practices of CBCT and also to the ongoing development of the teacher. Some educators and clinicians with years of experience in fields such as psychology, neuroscience, social work, or education may have a great deal of practice presenting material to students and/or relating to clients in therapeutic setting, but still not have the retreat experience. In rare cases, some may be admitted before having attended the required retreat. If admitted with this exception, the trainee is expected to fulfill the retreat requirement before being considered for the Teaching Assistantship.

#### B. Application

##### I. Personal Practice (approximately 750 words or less)

1. Please describe your personal meditation practice for the last two years, including the style of meditation you practice and the typical duration and frequency of each session.
  - 1.a. If you have been practicing regularly for more than two years, please briefly describe your past experience.
2. Who are your teachers? What teachings or books have most informed or influenced your practice?
3. Please list all teacher-led residential retreats that you have attended. Be sure to include the name of the retreat, location/center, dates and teacher(s).
4. What is the significance of your personal practice in your life and work?

##### II. Professional Training (approximately 500 words or less)

1. Please describe any educational or clinical training or work experience that may have prepared you to lead a CBCT program.
2. Include your resume or CV in support of this statement and also to give a full picture of your professional history.

##### III. Personal Statement (please address the following in 1000 words or less)





1. Please describe your interest in teaching CBCT specifically. What draws you to this particular program? Why are you interested in studying and teaching compassion meditation in particular?
2. How do you hope to incorporate this training into your own work?
3. What current strengths would be of most benefit as you approach the teaching of CBCT?
4. Which of your current abilities would you expect would need the most attention and effort as you go through the training to become a teacher of CBCT?

#### IV. References

1. Provide two (2) references who are willing and able – if contacted – to comment in some depth on your professional and communication skills. Include for each: Name, Title, Organization, Phone Number(s), Email Address, a brief description of your connection, and the number of years you have known each other. Mentor figures, when available, are requested.

#### **C. Submittal**

To submit an application, email documents (.doc or .docx or .pdf) directly to Timothy Harrison, Assistant Director of CBCT, at [timothy.harrison@emory.edu](mailto:timothy.harrison@emory.edu).

**APPLICATION DUE DATE: Applications are accepted on a rolling basis until April 1, 2016.** Early submittal is encouraged. (Applications received after April 1 may be considered in special cases. Please contact us to inquire about exceptions.) Review and acceptance notifications will be completed by June 1.

## **II. Seeds of Compassion Scholarship Fund**

We are so pleased to have a scholarship fund to support new CBCT Teacher trainees. Each year, we are typically able to offer a limited number of partial scholarships. If you are interested in applying for scholarship support, please include a statement of this request and a brief description of your level of need with your completed CBCT Teacher Certification application. Award recipients will be notified along with acceptance into the program.

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### **Questions or Comments**

Please contact Timothy Harrison, Assistant Director for CBCT, at [timothy.harrison@emory.edu](mailto:timothy.harrison@emory.edu)