

CBCT® TEACHER CERTIFICATION PROGRAM

2018

*Center for Contemplative Science and Compassion-Based Ethics
(formerly a program of the Emory-Tibet Partnership)
Emory University*

APPLICATION DUE DATE: March 1, 2018. Application on page 10.

TRAINING LOCATION: Atlanta, Georgia, with online components.

TRAINING START DATE: July 7, 2018. Schedule details on page 5.

PROGRAM OVERVIEW

In 2005, the Center for Contemplative Science and Compassion-Based Ethics (CCSCE) (formerly Emory-Tibet Partnership) at Emory University 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 the 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 certifies 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.

TEACHING CBCT® IN AN INSTITUTIONAL SETTING

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* with Emory University is required,

in addition to the Certification Agreement that is required for individual instructors. Please inquire directly with the Center for Contemplative Science and Compassion-Based Ethics, if you would like to know more about the Institutional Agreement.

TEACHING CBCT® FOR RESEARCH PURPOSES

Please note that CBCT® Teachers are expected to coordinate all research on CBCT® with the Center for Contemplative Science and Compassion-Based Ethics, as spelled out in detail in the Certification Agreement (explained in more detail under “Level One” below).

CERTIFICATION FOR THOSE LIVING OUTSIDE ATLANTA

Long-distance training for those outside of the Atlanta area is available as long as the applicant commits to in-person attendance at the summer Retreat/Workshop and the Practicum weekend intensive. Also, special accommodation for the Supervised Co-Teaching (formerly called “Teaching Assistantship”) must be addressed on a per-person basis, and videotaping of the Supervised Co-Teaching classes will likely be required.

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, handouts, and other reference materials and resources. They are provided the password for online written and recorded materials which they may share with any student enrolled in their CBCT® courses.

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®.

Upon completion of the CBCT® Teacher Certification Level One requirements, the final step is signing the official CBCT® Instructor Certification Agreement with Emory University. A copy of this agreement is available upon request. The Certification Agreement includes an annual registration fee (currently \$250) due by January 1 of each year; and 10% of total fees collected

from the prior calendar year for any courses that you teach independently (i.e. not contracted through Emory) in advance of starting the course; and inclusion (if you like) of bio and headshot on the Center's online certified teacher directory.

A note on research contexts: Teaching of CBCT®, when provided for a research study, is to be coordinated with the Center for Contemplative Science and Compassion-Based Ethics' CBCT® program and executed by instructor(s) with a minimum Level One Certification. It is recommended that research studies include funds to pay the Center for Contemplative Science and Compassion-Based Ethics for provision of a certified instructor. The instructor(s) can be contracted directly by the Center for Contemplative Science and Compassion-Based Ethics. 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 \$4,000 to \$8,000 per course. Teaching in pairs is the required model for studies, unless explicitly permitted by CCSCE. 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.

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 - SUMMARY

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

Level One Certification Components

- I. Retreat/Workshop (7 days)
- II. Practicum (online 8-week seminar plus on-site weekend intensive)
- III. Supervised Co-Teaching (formerly called "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/Workshop, Practicum, and Supervised Co-Teaching. The first two parts are attended as a single cohort to provide a supportive environment for exploration and development of CBCT® teaching skills.

I. Retreat / Workshop

Dates: Saturday, July 7 – Friday, July 13, 2018. 9 am to 7 pm daily (except ending at 4:30 pm on the final day).

Location: Drepung Loseling, 1781 Dresden Dr NE, Atlanta, GA 30319

2018 Fee: \$1400

All participants are responsible for arranging their own off-site accommodation and transportation. (Please inquire for a list of possible accommodations and other logistics.)

This week-long retreat and workshop affords participants an opportunity to deepen their CBCT® meditation practice and begin developing skills of teaching the protocol. The first days are devoted to intensive practice and reflection (“retreat”) which may be joined by others who have taken CBCT and simply want to deepen their own practice of and familiarity with the protocol. The final days are a skills workshop for those in the Teacher Certification only. In this workshop, we begin exploring how to explain the protocol in all its parts, with a focus on the rationale of the sequence and the practical aspects of teaching and guiding contemplative practices.

II. Practicum

Dates: July 23 – September 17, 2018

- Online Practicum: 8 weeks, July 23 – September 17, 2018

- Weekly Online Video Meetings: Tuesdays, 7:00 pm – 8:45 pm (July 24 – Sept 11)

- Most assignments and interactions are on line (estimated time: 8-12 hours per week)

- Final Weekend Intensive: September 28-30 (4-9 pm Fri., 9 am – 6 pm Sat., 9 am – 5 pm Sun.)

Final Weekend Intensive Location: Drepung Loseling, 1781 Dresden Dr NE, Atlanta, GA 30319.

2018 Fee: \$1900

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 observing a videotaped CBCT® course taught by experienced CBCT® instructors. The Practicum is structured primarily through online interactions, and thus is available to people from any location. At the conclusion of Practicum, all participants gather for a weekend intensive to practice pedagogical strategies and skills.

For 8 weeks, assignments will be submitted online with due dates at regular intervals, usually twice per week, and will meet once per week by video conference with the entire cohort for 1.5 hours to discuss the readings and assignments. The Practicum includes weekly assigned readings, both background material for the protocol and scientific studies examining compassion and contemplative practice. The assignments provide trainees a chance to build their own course syllabus with sample class plans and meditation scripts for each topic. There are also writing assignments responding to hypothetical student questions. Throughout the Practicum, trainees practice the CBCT® protocol daily and keep a practice journal in order to help strengthen their insights into the protocol and how to present it.

Participants will spend a minimum of 8 hours per week for these 8 weeks (some participants have reported occasionally spending 12 or 15 hours per week) to accomplish the assignments. The effort is similar to a graduate level seminar in intensity and expectation.

The Practicum concludes with a final cohort meeting – in person – at a Weekend Intensive, during which sample teachings and guided meditations are presented and reviewed. After the Weekend Intensive, participants prepare and submit a comprehensive Teaching Statement that explains one’s perspective on and approach to teaching CBCT®; set goals for further development of teaching abilities and methods; and set intentions for bringing CBCT® to certain populations or folding into one’s ongoing professional development.

III. Supervised Co-Teaching (formerly, Teaching Assistantship)

Dates: Varies. Typically this will be a 10-week course, beginning after successful completion of the Practicum, to be arranged on a case by case basis.

2018 Fees: \$2,100.

To complete the Teacher Certification, trainees typically co-teach a ten-week course with an experienced CBCT® teacher with Supervised Co-Teaching. 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.

Notes:

1. For Supervised Co-Teaching that occurs at a distance from Atlanta, it will be necessary to videotape sessions and share them electronically and also to provide written class plans for

review throughout the course. Translation into English (or, in some cases, Spanish) will need to be arranged by participants in order to engage with the supervision process fully.

2. Given that the number of available teaching opportunities can be limited, and that trainees may be required to interact with study participants and sensitive populations, supervised co-teaching placement will be assigned solely at the discretion of the program director. Our best effort will be made to place qualified trainees in an appropriate and timely way, but due to numerous variables, many outside the control of the program, placement is not guaranteed for any individual or within a particular time frame. Please wait to pay the fee for Supervised Co-Teaching until a placement has been made.

2018 TEACHER CERTIFICATION COST SUMMARY

<i>Summer Retreat/Workshop:</i>	<i>\$1,400</i>
<i>Fall Practicum/Weekend Intensive:</i>	<i>\$1,900</i>
<i>Supervised Co-Teaching:</i>	<i><u>\$2,100</u></i>
<i>TOTAL:</i>	<i>\$5,400</i>

LEVEL TWO COMPONENTS

NOTE: Level Two Certification is not necessary for teaching CBCT® in most contexts. Level One teachers are allowed to present themselves simply as "CBCT® Teachers" and "Emory-Certified" without reference to Level One or Two.

After successful completion 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.

2018 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.

2018 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.

APPLICATION, ENROLLMENT, AND SCHOLARSHIP INFORMATION

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 Course (10-Weeks, 8-Weeks, or Two-Weekend Intensive Course), both typically taught in the fall and spring of each year;
- (2) have been practicing meditation regularly for at least one year; and
- (3) have attended at least one weeklong teacher-led residential retreat (or equivalent).

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 much 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 practice experience. In these cases, individuals 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 Supervised Co-Teaching.

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 teacher 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 (or ask any questions), please email documents (.doc or .docx or .pdf) directly to Zipporah Slaughter, Program Coordinator for CBCT, at zipporah.slaughter@emory.edu

APPLICATION DUE DATE: Applications will be accepted on a rolling basis until March 1, 2018. Early submittal is encouraged. Applications received after this date may be considered in special cases. Please contact us to inquire about exceptions. Review and acceptance notifications will be completed by May 15, 2018.

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.

FOR MORE INFORMATION

Please contact Zipporah Slaughter, Asst. Program Coordinator, Center for Contemplative Science and Compassion-Based Ethics at zipporah.slaughter@emory.edu.