

# Messages of FaithMinistry



## Chaplaincy Academy of Religious Education & Training Curriculum

Chaplaincy Academy Interim Director – SR Chaplain Michael Thrower, [Chaplainmichaelt1@gmail.com](mailto:Chaplainmichaelt1@gmail.com)

Assistant Academy Director – SR Chaplain LaQuieta Cooks, [Chaplainlaquieta5@gmail.com](mailto:Chaplainlaquieta5@gmail.com)

Administration Transcripts- Administration-SR Chaplain Barry, [ChaplainBarryMain@gmail.com](mailto:ChaplainBarryMain@gmail.com)

*"you know that I love you." Jesus said, "Feed my sheep" John 21:17*

Chaplaincynevada.org

Copyright (c) 2001 All Rights Reserved

# TABLE OF CONTENTS

Chaplaincy Academy of Religious Education

## RELIGIOUS EDUCATION & TRAINING CURRICULUM

INTRODUCTION 3

MISSION 3

## WHAT WE BELIEVE

STATEMENT OF FAITH 3

CODE OF CONDUCT 3

## CURRICULUM OVERVIEW AND PROMOTION REQUIREMENTS

COST 4

LOCATION 4

SEASONS 4

TRANSCRIPTS & CERTIFICATES 4

REQUIREMENT LEVELS 4

ENDORISING BODY 5

REGISTRATION POLICY 6

## COURSE DESCRIPTIONS

LEVEL 100 COURSE REQUIREMENTS 7

LEVEL 200 COURSE REQUIREMENTS 7

LEVEL 300 COURSE REQUIREMENTS 8

LEVEL 400 COURSE REQUIREMENTS 9

CPT 10

TASKFORCE 11

GRADUATIONS 12

LEVEL 500 BCC CHAPLAIN 13

THIS TRAINING BOOKLET BELONGS TO:

NAME \_\_\_\_\_



# RELIGIOUS EDUCATION & TRAINING CURRICULUM

## Introduction

Chaplaincy Nevada training is biblically based, which emphasizes Christ as the central figure and paradigm for all Christianity. Chaplains Certification and Academy studies and materials are endorsed after satisfying its specific education and training objectives outlined by the authority of Messages of Faith Ministry, E.D. and governing Chaplains body, of religious trainers. Chaplain Academy Body of Members must be Professionals in Education, Training, Pastors, Assoc. Pastors, Elders, Sr. Chaplains, and Licensed Psych./Counseling.

Preamble: Chaplaincy is grounded in initiating, developing, discipling, and bringing an appropriate amount of education and training under Messages of Faith Ministry, and its Chaplaincy Nevada division through the Academy and Basic Religious Studies. This includes Religious Studies and further education, Professional trained Overseer's, Teamwork and Collaboration, Ethical Practice which guides decision making and professional behavior, Confidentiality which respects the privacy of chaplains personal and educational information.

Religious Education Curriculum has been described at each phase level: 1, 2, and 3.

The intent of this curriculum is to identify core religious education and training concepts for each level and to articulate the information in easy language.

The structure of these phases is based on the triune God (God the Father, God the Son and God the Holy Spirit) and the purpose driven life for those that are called to serve as chaplains.

1. We believe that there are five steps that are followed to have an encounter with God, like Isaiah did in *Isaiah 6:5-8*:
2. Be convicted of sin.
3. Repentance of sin.
4. Being cleansed by God.
5. Being called by God.
6. Respond to God's call to feed His sheep.

It is our hope that this Grade Specific Religious Education Curriculum provides concise descriptors that identify what is to be learned and lived as we share the treasure of our faith with the children of God, on a life-long journey of being disciples for Christ.

## STATEMENT OF FAITH

1. We believe the Bible to be the inspired, the only infallible, authoritative Word of God.
  2. We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit.
  3. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.
  4. We believe that for the salvation of lost and sinful people, regeneration by the Holy Spirit is absolutely essential.
  5. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life.
  6. We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation.
  7. We believe in the spiritual unity of believers in our Lord Jesus Christ.
- 
- 
-

## CURRICULUM OVERVIEW AND PROMOTION REQUIREMENTS

Cost: There are no incurred costs for all levels of training, upon validation.

Chaplain members and students pay for their own merchandise, i.e. uniform polo, ID, pins, etc.

Class Location: Metro Complex Bldg A (Corner of MLK & Alta)

Spring Session: March, April, and May – *Level 100, Level 200, and Level 300*

Summer Session: June, July, and August - *Level 300 and Specialty Classes*

Fall Session: September, October, and November - *Level 100, Level 200, and Level 300*

Winter Session: December, January, and February - *Level 300*

Transcripts: Your Transcripts are in Excel format and filed within the Administration Dept. database.

Certificates: Are presented upon Graduations.

Specialty classes/partnered trainings may be the exception to the rule.

Academy Email: register.chaplain@gmail.com: Use to Submit and request academy documents.

### Requirement to be a Lay Chaplain Level 100 – Basic Chaplaincy

- 24 hour certificate program.
- Must complete and online application and submit it at least two weeks prior to the start of class.
- Must pass the Basic Chaplaincy course/exam.
- Students receive a MOFM Lay Certificate upon completion of this course.

### Requirement to be an Ordained Chaplain Level 200 – Chaplain Ordination

- 12 hour training program.
- Must be called by God.
- Must pass Basic chaplaincy course Level 100.
- Must review the Ministry Protocol for Chaplains
- Must submit a Letter of Recommendation from a Pastor or a religious leader of the church.

### Requirement to be a Senior Chaplain Level 300 – Chaplains Academy

- 12 to 24 month Academy religious training program.
- Must complete Level 100 and Level 200 courses and Level 300.
- Must volunteer a minimum of 8 hours of Chaplain/church/community volunteer work.
- Must submit a Graduation request and essay prior to SR Chaplain Graduation (held twice a year).
- Students receive a Ministry Senior Chaplain Graduate certificate upon completion of Levels 100, 200, 300 and submission of a 2,000-word autobiography on, “Your Journey of Faith”.

### Requirement to Attend Non-Academy Classes Level 400 – Specialty Courses

- Must be a Messages of Faith Ministry Chaplain (lay/ordained).

### Requirements for Board Certified Chaplain Graduate Level 500-- Met all Graduations

- ▶ 18-36 month: Must have graduated from-
- ▶ 1.Academy with SR status
- ▶ 2.CPT Clinical Pastoral Training
- ▶ 3.NSCTF Taskforce
- ▶ 4.Must complete a 2500 word essay on Servantly, Fulfilling Jesus.

## ENDORISING BODY

*Chaplaincy Nevada training is biblically based; which emphasizes Christ as the central figure and paradigm for all Christianity. Chaplains Certification and Academy studies and materials are endorsed after satisfying its specific education and training objectives as outlined by the authority of Messages of Faith Ministry, E.D. and governing Chaplains body, of religious trainers. Chaplaincy Academy Endorsing Body Members are professionals in education and training: Pastors, Assoc. Pastors, Elders, Sr. Chaplains, and Licensed Psych./Counseling.*

MOFM Founder & Chaplaincy Executive Director: SR Chaplain Victorya Campe: Victorya is an ordained chaplain and NV State licensed Minister. Victorya has worked in education and training since 1995, programs co-sponsored with CCSN Continuing Education and from 97 with UNLV division of EO. She worked with CCSN Customized training on Welfare toWork programs, and co-sponsored program from 96-97. She developed and created a co-sponsored professional program of education and training with NAFD, UNLV, & CCSN since 1995, and currently continues developing training syllabus', proposals, objectives, materials, catalog descriptions...etc. She created and developed the Chaplaincy Nevada training and education academy with descriptions, syllabus', objectives, materials, etc. as well as with AB team effort and instructors, from 2007-current. She is a Christian published author.

Academy Director of Training: SR Chaplain Michael Thrower: Michael is an ordained Chaplain, and a Licensed Minister with the State of Nevada. Michael serves as a consultant for the Chaplains Advisory Board, in which he has previously chaired. His religious courses of study include Academy of Religious studies, SR Chaplain, CPT graduate. His instructor roles are: Chaplaincy Instructional Trainer for "Train the Trainer", Chaplaincy Academy courses on Discipleship, Apologetics, Apprenticeship, and CPT-Pastoral Care. He is a 2013 Graduate from the School of Evangelism at Second Baptist Church-LV where he has served on multiple ministries, Casa Grande Prison Bible Studies Teacher. He founded Community Connect, Inc., a charitable 501(c) 3 mentoring organization. He is a Purchasing Supervisor for the Clark County School District. Michael serves as the lead for the CCSD (Clark County School District) Police Chaplain program, and he is the Coordinator for Adopt-A-Cop Nevada.

Academy Assistant Director of Training: SR Chaplain LaQuieta Cooks:

LaQuieta is an ordained Chaplain and NV State licensed Minister. She is an Academy SR Chaplain Graduate of religious studies, a CPE Graduate and CPE instructor. She is an instructor for Biblical Studies OT, World Religions, and CPT Theology. LaQuieta serves a member of the Conduct Review Committee. Chaplain LaQuieta has a Theology bachelor's degree from the Minnesota School of Theology. She is a Graduate of Sonship School of The First Born through Destiny Christian Center. She also serves as a Pastor of Unity Christian Center Ministry, in the Service of Preaching, Teaching, Altar Worker and Discipleship. She is a CCDC-METRO Program Volunteer for the Juvenile Section/Unit, and a Charisma special events coordinator. Chaplain LaQuieta Cooks is the wife of an LVMPD Officer, a mother, grandmother, and minister of the gospel.

Chaplaincy Administrative Director: SR Chaplain Barry Mainardi:

Barry is the Chaplaincy Director of Administration and was the Academy of Chaplaincy 1st graduate to earn his Sr. Chaplain title. He spent 2 years in Chaplains Academy Graduate in religious studies 2013. Barry has a minor in Theology and Philosophy from the University of Dayton. Chaplain Barry works one on one with all Chaplains through his senior administration duties, keeping all files confidential, maintaining Chaplain's training and volunteer work transcripts. Among his other duties he is the Chaplains Advisory Board Chair and performs tasks of maintaining classroom activity and registrants.

---

---

---

---

---

---

---

---

## STANDARD CLASS/REGISTRATION POLICIES

► To register for any and all classes/programs you must follow the classroom and registration policies.

1. Must attend all sessions per class to complete, unless provided with an approved notice, or assignment make-up.
2. Must attend sessions on time and in a timely manner (15 minutes prior to session). Students arriving more than 1 hour late for class will be required to retake that session. If you're going to run late contact your instructor prior to class.
3. Must follow standard code of conduct for chaplains: *See website: [chaplaincynevada.org/Advisory-Board](http://chaplaincynevada.org/Advisory-Board).*
4. Must provide updated contact information if there is a change.
5. Must properly sign up for sessions with Registration by replying back to each registration email. Walk-ins are not accepted for particular sessions unless you receive prior validation by the administration.
6. Must return seats and chairs to their proper location at the end of each session/class and throw away your trash.
7. Due to allergies and sensitivity to smells by other students and instructors, excessive perfumes and essential oils are not allowed in class. During times of Cvd-19 follow cdc guidelines.
8. Must provide a 500-word essay on an approved topic by class instructor, if you miss a required session/class. Missed classes/assignments you must use standard format for essay (Title, Intro, Body, Conclusion) and it must be typed. Each class allows a specific number of missed classes due to employment/illness/out of town. Please contact your instructor.
9. Habitual class cancelation may lead to grounds for suspension of class registration. Do not continually register for classes and drop/ or be recorded as a no-show. You will be notified after 3 class no-show's. Contact registration if you must drop a class prior to the start date and not after materials are sent out. Materials are provided to those who are expected to attend and complete training.
10. Request for transcripts is accepted by email or in writing. Transcript requests will be sent out to chaplains 5 to 7 business days after receipt of request.
11. You must register for classes with the registration dept. and not instructors. Instructors may not drop students from class after they have registered, only registration may legitimately drop students from the class.
12. It is the responsibility of each student to come prepared for each class. For students who suffer from disabilities please inform your instructor of your disability, and to receive proper accommodations to be made for your comfort.

---

---

---

---

---

---

---

## 100- Basic Chaplaincy Completion: 100/200 Log Sheet

### • BASIC Chaplaincy Phase 1

- Ministry
- Prayer Warriors
- The Role of Chaplaincy & Chaplains
- What Is Chaplaincy
- What Is A Chaplain
- Emergency/Non-Emergency Roles
- Basic of Counseling
- Ministering in a Work Facility
- Holy Trinity
- Interfaith/World Religions
- Discipleship
- Forgiveness
- Exam

I have Complete Basic Chaplaincy    Yes     No

## 200- Ordination Training Phase II

- What Is Ordination
- Why Ordination
- Consecration
- Ordination Responsibilities
- Power & Authority of God's Word
- Repentance
- Faith in God
- Great Commission
- Application

I have Completed Basic Ordination    Yes     No

### • ORDINATION Anointing Phase III

- Ceremony

I have Completed Ordination    Yes     No

Date \_\_\_\_\_

## **LEVEL 300: ACADEMY CORE Training: Log Sheet**

CORE Academy Classes: SR Graduate Required Classes.

*•Core curriculum study is the Academy's series of necessary classes that all Chaplains are required to complete before they can earn their SR Chaplain Certification and participate in the Senior Chaplain Graduation Ceremony.*

### **• Apprenticeship-Sermons, Bible Studies, Prayer Warriors: Sessions 6**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Apologetics Defending the Faith 101: Sessions 10**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Services Course: Baptisms, Communion, Weddings, Funerals: Sessions 2**

Completed: Yes  No  Date: \_\_\_\_\_

### **• The Bible: Pt. 1: Biblical Studies: Sessions 2**

Completed: Yes  No  Date: \_\_\_\_\_

### **• The Bible: Pt. 2: Bible Foundation: Sessions 2**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Book of Revelation: Sessions: 4**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Levels of Heaven & Hell: Sessions 2**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Hermeneutics: It Is Written: Sessions 2**

Completed: Yes  No  Date: \_\_\_\_\_

### **• The Spiritual Realm: Gifts & Warfare: Sessions 2**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Spiritual Recovery**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Clergy Training: Sessions 4 (CPT Pt 1)**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Leadership Vision-Ministry: Sessions 1**

Completed: Yes  No  Date: \_\_\_\_\_

**Academy Completed: Yes  No  Date: \_\_\_\_\_**



## **LEVEL 400: ACADEMY ELECTIVE Training: Log Sheet**

*Elective Academy Classes: A variety of classes which may be offered periodically, which are not specifically required to graduate as a SR Chaplain, but rather for continued training.*

### **• Daughters of God: Sessions 2**

Completed: Yes  No  Date: \_\_\_\_\_

### **• The Writers Class: Sessions 4**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Grant Writing: Sessions 1**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Grant Writing Advanced: Sessions 1**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Basic Skills: Google Documents: Sessions 1**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Advanced Skills: Zoom: Sessions 1**

Completed: Yes  No  Date: \_\_\_\_\_

### **• REBOOT Partnered Program: Sessions 6**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Relationships: Sessions 1**

Completed: Yes  No  Date: \_\_\_\_\_

### **• CPR: Sessions: 1**

Completed: Yes  No  Date: \_\_\_\_\_

### **• Grow Your Own Ministry**

Completed: Yes  No  Date: \_\_\_\_\_

And More!

# **CLINICAL PASTORAL TRAINING (CPT): Log Sheet**

Required Intervals & Classes for Graduation Certificate

## **Interval 1:**

- Clergy Training: Science Study Mind/Behavior:

1 Psychology, Science & Faith:

Completed: Yes  No

2 Mental Health:

Completed: Yes  No

3 End of Life:

Completed: Yes  No

4 Pastoral Christian Coaching:

Completed: Yes  No

Interval One Completed: Yes  No  Date: \_\_\_\_\_

## **Interval 2:**

- Counseling-

1 Rehabilitation Counseling:

Completed: Yes  No

2 Spiritual & Secular Counseling:

Completed: Yes  No

3 Spiritual Care/Clinical Chaplaincy:

Completed: Yes  No

4 Addiction:

Completed: Yes  No

Interval Two Completed: Yes  No  Date: \_\_\_\_\_

## **Interval 3:**

- Theology & Ministry:

1 Foundation of Theology and Ministry

Completed: Yes  No

2 The Bible, Christianity

Completed: Yes  No

3 Christian Roles & Major Religions

Completed: Yes  No

4 Studies & Concepts of Religion

Completed: Yes  No

Interval Three Completed: Yes  No  Date: \_\_\_\_\_

## **Interval 4:**

- Pastoral Care

1 Ministry of Presence, Church/Body of Christ

Completed: Yes  No

2 Hospitals & Hospice, Policies & Procedures

Completed: Yes  No

3 Clinical Outreach & Services, Case Study

Completed: Yes  No

4 Pastoral Care, Traditions, Sacraments

Completed: Yes  No

Interval Four Completed: Yes  No  Date: \_\_\_\_\_

**CPT Completed: Yes  No  Date: \_\_\_\_\_**

## **Chaplains Task-force Specialty Training: Log Sheet**

Required Classes for Task-force Certificate & Graduation

- **RECAP: Chaplain Procedures: Sessions 1** (Offered 2 times per year)

Completed: Yes  No  Date: \_\_\_\_\_

- **Broken Pneuma: Specialized CERT Training:** Sessions 2 (Multiple topics included)

-Community Psychology  
-Phases of Disaster  
-Emergency Response/FEMA  
-Trauma & Addiction  
-PTSD & The Family  
-Grief & Boundaries  
-Challenging Behaviors/Risks  
-Human / Spiritual Development  
-Spiritual 1st Responders  
-Steps: The Healing Process  
-Active Shooter-Crisis Response

Completed: Yes  No  Date: \_\_\_\_\_

**Bi-Annual Mini-Training's:** Sessions 2 per year: (A variety and rotation of class topics)

Class 1: Completed: Yes  No  Date: \_\_\_\_\_

Class 1: Completed: Yes  No  Date: \_\_\_\_\_

### **Recommended:**

- **Online FEMA Course 100** (Must send Administration a pdf copy)

Completed: Yes  No  Date: \_\_\_\_\_

- **Online FEMA Course 200** (Must send Administration a pdf copy)

Completed: Yes  No  Date: \_\_\_\_\_

*(Take online at your convenience. Please see Chaplaincy website NSCTF link for information)*

**Task-Force Completed: Yes  No  Date: \_\_\_\_\_**

## **CHAPLAINCY TRAINING & GRADUATIONS:**

### **• SR CHAPLAIN GRADUATION: 100/200/300**

Must complete the Academy of Religious Studies required core classes of approximately 180 in-classroom hrs. (*this does not include assignment times*). The Academy graduation study period is approximately 12months-18months of class completion. A 2000 Word Essay auto biography of “My Journey of Faith” must be approved prior to SR Graduation, and an online Graduation application must be submitted to be considered for either Spring or Fall Graduation.

Completed: Yes  No  Date: \_\_\_\_\_

**SR. Graduate** Yes  No  **Date:** \_\_\_\_\_

### **• CLINICAL PASTORAT TRAINIG (CPT) GRADUATE**

Must complete all required classes of 4 Intervals of 4 months/16 sessions of classes. This course consists of 64 hrs. of classroom training. (This does not include lab/ assignment time). Required 1000 Word Summary Essay on the “The Importance of Pastoral Presence” must be approved prior to CPT Certificate Graduation. Graduation study period is approximately 4 months.

Completed: Yes  No  Date: \_\_\_\_\_

**CPT Graduate** Yes  No  **Date:** \_\_\_\_\_

### **• TASK-FORCE CERTIFICATE OF COMPLETION/GRADUATE**

Must complete all required trainings and FEMA Certs. In classroom trainings consist of approximately 20hrs. (This does not include assignment/fema times). Must complete FEMA 100 & 200. Required 500 Word Essay on “Self-Reflection of Being a Spiritual 1<sup>st</sup> Responder” must be approved prior to Certificate of Completion. Graduation study period is approximately 6 months-12 months.

Completed: Yes  No  Date: \_\_\_\_\_

**Task-Force Graduate** Yes  No  **Date:** \_\_\_\_\_

### **• 500 BOARD CERTIFIED (BC) CHAPLAIN GRADUATE**

Must have completed and graduated from the following-

1. Academy of Religious Studies- SR Chaplain   2. CPT Graduate   3. Task-force Graduate

Must complete a 2500 Word Essay of “Servantry, Fulfilling Jesus”. Graduates have completed all three programs and graduated. This graduation consists of approximately 300 hrs. This includes Essay assignment and times allowed. Graduation study period is approximately 18-36 months.

Completed: Yes  No  Date: \_\_\_\_\_

**BCC Graduate** Yes  No  **Date:** \_\_\_\_\_

## • **Ministerial Professional Board-Certified Chaplain Graduate.**

The Board Certification implies that the chaplain has gone above and beyond that minimal standard of ministerial specialty by way of additional education and study and has passed a trial/examination to demonstrate it.

Professional certification is proof of achievement awarded to someone for completing a training program that qualifies them to perform a Chaplaincy service and/or job. Like any qualification, professional certification involves extensive study and an acquirement of understanding/knowledge.

Board certification is the process by which a one acquires and can professionally demonstrate a basic knowledge, and skills through written, practical, class lab/testing, in-field service, hours, and merit.

Certification is important because it assures you that the Chaplain skills, integrity, and experience have been carefully scrutinized by the ministry board of experts, and leaders, and found to be exceptional.

Board certification is the process by which chaplain candidates demonstrate their competence, and ability to function as a professional chaplain in servantry and community in a professional chaplaincy manner and excellence.

The role of a Chaplain is to provide “emotional, spiritual, religious, pastoral, ethical, and/or existential care” in a religious or secular setting.

Messages of Faith Ministries is a non-denominational Christian Ministry, licensed since 2001 NV State Incorporated, and a Federal 501c3 since 2001, by whose bylaws reflects one of its main objectives is to establish religious education, training, and certifications.

Board Certified Chaplains graduate under the approval of the Ministry Ordained Professional Clergy Educational Board.

*There is no accreditation or licensing requirement for any religious schools, seminary, academy, etc. Religious school accreditation or licensing is optional. Only Non-religious, private schools must be either licensed or accredited. Accreditation in the USA is purely a voluntary process and is NOT required for any religious studies. MOFM is a no-fee Christian Chaplain training academy*

