Mission Statement

The Subcommittee on Certification for Ecclesial Ministry and Service (USCCB Subcommittee) assists the bishops in establishing, reviewing and approving certification standards and procedures to be used on a voluntary basis by arch/dioceses and national organizations in the certification of specialized ecclesial ministers. It also offers consultative services aimed at improving the quality of lay ministry formation programs that are sponsored by arch/dioceses and by academic institutions.

Scope of Approval of Certification Standards and Procedures

The USCCB Subcommittee approves certification standards and procedures for Catholic organizations to certify specialized ministers. Certifying organizations submitting certification standards and procedures to the USCCB Subcommittee may be arch/diocesan departments, national organizations of specialized ministers listed in The Official Catholic Directory, and organizations sponsored by state Catholic conferences. Organizations seeking approval from the USCCB Subcommittee shall provide documentation to indicate that certification standards, policies and procedures are in compliance with those listed in the current publication of the Certification Handbook for specialized ministries. Organizations with approved certification standards and procedures and those preparing to submit certification standards and procedures to the USCCB Subcommittee are listed in this directory.

The USCCB Subcommittee is governed by members of the Subcommittee. The members are appointed by the president of the United States Conference of Catholic Bishops. The members and the staff for the USCCB Subcommittee are listed at the end of this directory. Staff is available for consultation.

The USCCB Subcommittee Directory is also posted on our website at - www.usccb.org/certification.
Table of Contents

Alliance of Organizations with Approved Certification Standards and Procedures for Certifying Ecclesial Ministers

Federation of Diocesan Liturgical Commissions ................................................................. 1
National Association for Lay Ministry .................................................................................. 2
National Conference for Catechetical Leadership ............................................................... 2-3
National Federation for Catholic Youth Ministry, Inc. ....................................................... 3-4
National Association of Pastoral Musicians ...................................................................... 4

Organizations with Approved Certification Standards and Procedures for Certifying Ecclesial Ministers ................................................................. 5

American Catholic Correctional Ministries ........................................................................ 5
Catholic Campus Ministry Association .................................................................................. 6
National Association of Catholic Chaplains ........................................................................ 6-7
National Conference of Veterans Affairs Catholic Chaplains ............................................. 7

Arch/Diocesan Offices with Approved Certification Standards and Procedures For Certifying Ecclesial Ministers ................................................................. 8

ILLINOIS
Office for Lay Ecclesial Ministry, Archdiocese of Chicago
Chicago ................................................................................................................................. 8

Institute for Lay Formation, Archdiocese of Chicago
Chicago ................................................................................................................................. 8

OHIO
Office for Youth Evangelization and Discipleship, Archdiocese of Cincinnati
Cincinnati .............................................................................................................................. 9

MICHIGAN
Ministerial Certification, Office of Evangelization and Catechesis, Archdiocese of Detroit
Detroit .................................................................................................................................. 9

Office of Catechesis, Diocese of Lansing
Lansing ................................................................................................................................ 10

Office of Middle and High School Ministry, Diocese of Lansing
Lansing ................................................................................................................................ 10
Texas
Office of Evangelization and Catechesis, Archdiocese of Galveston-Houston
Houston .......................................................... 11-12

Arch/Diocesan Offices Preparing for Approval of Certification Standards and Procedures
................................................................................................. 13

Virginia
Office of Christian Formation (Lay Ecclesial Ministry Institute (LEMI))
Diocese of Richmond ........................................................................ 13

2018 Subcommittee Members ................................................................. 14-15
Office Staff .......................................................................................... 16
The Alliance for the Certification of Lay Ecclesial Ministers (“the Alliance”) seeks to affirm and promote lay ecclesial ministry in parishes and dioceses throughout the United States. In October 2011, the former Commission on Certification and Accreditation of the United States Conference of Catholic Bishops (USCCB/CCA) granted approval of the national certification standards and procedures for a period of seven years. For information about this collaborative certification process and procedures go to: 
http://www.lemcertification.org/ or email info@lemcertification.org

The Alliance is comprised of the following five national Catholic ministry organizations working collaboratively to produce common standards for lay ecclesial ministry and to implement and promote the certification of lay ecclesial ministers:

Federation of Diocesan Liturgical Commissions
415 Michigan Avenue, NE, Suite 70
Washington, DC  20017-4502
Phone: 202-635-6990
Fax: 202-529-2452
E-mail: rita@fdlc.org
Web: www.fdlc.org

The FDLC was founded in 1969 to promote the liturgical renewal and to provide liturgical catechesis. It is a national organization composed primarily of members of diocesan liturgical commissions, worship offices, and/or equivalent diocesan structures. These diocesan personnel, appointed by their bishops, have responsibility for the promotion of the liturgical life of their dioceses. The FDLC serves as the official collaborating agent between local churches through these commissions and offices and the USCCB Committee on Divine Worship. As a pastoral and professional organization, the FDLC is committed to assisting the Catholic Church in the United States of America, its hierarchy, their staff, and their parishes.

All dues-paying dioceses in the USA are eligible for membership. In addition, the Federation has associate and industry memberships. The officers of the Board: Rev. Thomas Ranzino, Chair; Rev. James Bessert, Vice-Chair; Ms. Laura Bertone, Treasurer; and Mrs. Rita A. Thiron, Executive Director.
The National Association for Lay Ministry (NALM) has approved standards for the certification of coordinators of parish life, pastoral associates, and pastoral ministers. NALM is a professional organization that supports, educates, and advocates for lay ministers, and promotes the development of lay ministry in the church. NALM achieves its mission by providing leadership, voice, and vision for the ongoing development of lay ministry by collaborating with the National Association for Church Personnel Administrators, the National Conference for Catechetical Leadership, the National Federation for Catholic Youth Ministry, the National Organization for the Continuing Education of the Roman Catholic Clergy, and other national organizations. NALM fosters the professional development and spiritual formation of career and volunteer lay ministers with educational resources, publications, workshops, retreats, speakers, consultation services, and competency-based standards for pastoral ministers, pastoral associates, and parish life coordinators. NALM also provides practical services and resources that support lay ministers through national forums, annual conferences, chapters, and affiliates. In 2003, NALM collaborated with the National Conference for Catechetical Leadership and the National Federation for Catholic Youth Ministry in the approval and publication of the National Certification Standards for Lay Ecclesial Ministers. NALM's membership consists of men and women who are lay, religious, and ordained who serve the church primarily as pastoral ministers, pastoral associates, directors of ministry formation programs, parish life coordinators, and social ministers. NALM has over 600 members.

Officers of the board are Mark Erdosy, Chair; Bridget Klawitter, Vice Chair; Mark Hoggard, Secretary; and Diana Matthews, Treasurer. The Most Rev. John Wester, Archbishop of Santa Fe, New Mexico is the Episcopal Liaison. NALM does not currently have an Executive Director; current contact is the Chair of the Board, Mark Erdosy.

The National Conference for Catechetical Leadership (NCCL) has approved standards for the certification of catechetical leaders. NCCL is a member association of 2,300 diocesan, parish, academic, and publishing catechetical leaders dedicated to advancing excellence in catechesis. Professional and associate membership is open to those who meet the appropriate membership criteria and are interested in supporting the mission of the organization. Continued on next page-
To carry out its mission, NCCL provides resources, national conferences, professional development, information, networking, research, and advocacy for its members and others engaged in catechetical ministry. NCCL members gather on a regular basis in the geographical provinces that make up the Latin and Eastern components of the church. Elected representatives from provinces and affiliated organizations compose the representative council, which along with the board of directors makes up the organization's major governance structures. NCCL grew out of the Confraternity of Christian Doctrine movement in the 1930s when diocesan Confraternity for Catholic Doctrine directors first began to meet. NCCL became a separately incorporated organization in 1967. In 2003, NCCL collaborated with the National Association for Lay Ministry and the National Federation for Catholic Youth Ministry in the approval and publication of the National Certification Standards for Lay Ecclesial Ministers.

The NCCL Officers are Ken Ogorek, Indianapolis, IN, President; Libia Paez Howard, Chicago, IL, Vice-President, Ellie Nelson, Algonquin, IL Secretary; Jayne Monroy, Honolulu, HI, Treasurer. The At-Large Board Members include Peter Ductram, Miami, FL, Dennis L. Johnson, Jr., Orlando, FL, Richard Drabrik, Dayton, OH, Sara Carey, Knoxville, TN, Jackie Hopper, Boise, Idaho. The Most Rev. Christopher J. Coyne, Bishop of Burlington, VT, is the Episcopal Moderator. Margaret Matijasevic is the Executive Director.

National Federation for Catholic Youth Ministry, Inc.
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Washington, DC 20017-1518
Phone: 202-636-3825
Fax: 202-526-7544
Email: christinal@nfcym.org
Web: www.nfcym.org

The National Federation for Catholic Youth Ministry, Inc. (NFCYM) has approved standards for the certification of youth ministry leaders. NFCYM was founded in 1982 to replace and expand upon the services of the National Catholic Youth Organization and most youth services of the United States Conference of Catholic Bishops. Through a diocesan, regional, and national network encompassing the United States and its territories, the federation provides leadership, resources, programs, and networking to foster the ongoing development of ministry to, with, by, and for youth. The federation comprises 175 affiliated dioceses and 70 collaborating organizations from around the country, all ministering to youth as expressed in A Vision of Youth Ministry (1976) and Renewing the Vision: A Framework for Catholic Youth Ministry (1997). In 2003, NFCYM collaborated with the National Association for Lay Ministry and the National Conference for Catechetical Leadership in the approval and publication of the National Certification Standards for Lay Ecclesial Ministers. The National Association of Pastoral Musicians adopted this framework in 2006 and the Federation for Diocesan Liturgical Commission signed on in 2009.

Continued on next page-
Officers of the board are Brigitte Burke, Archdiocese of New Orleans, Chair; Mark Graveline, Diocese of Saginaw First, Vice-Chair, Open Position, Second Vice-Chair and Kent Schmitz, Diocese of St. Cloud, Treasurer; Ms. Christine Edmonds, Liaison to Ministry Networks and Alliances, Diocese of Wichita; Ms. Anne E. Keough Secretary, Diocese of Dallas; The Most Rev. Frank Caggiano, Diocese of Bridgeport is the Episcopal Advisor. Christina Lamas is the Executive Director.

National Association of Pastoral Musicians
962 Wayne Avenue, Suite 210
Silver Spring, MD 20910-4461
Phone: 240-247-3000
Fax: 240-247-3001
Email: npmsing@npm.org
Web: www/npm.org

The National Association of Pastoral Musicians (NPM) has approved standards and procedures to certify directors of music ministries. NPM is a membership organization composed primarily of musicians, musician-liturgists, clergy, and other leaders of prayer. NPM is devoted to serving the life and mission of the church by fostering the art of musical liturgy in Catholic worshiping communities. The association offers a wide range of programs and services for its members and the pastoral music and liturgy community: a bimonthly magazine, Pastoral Music, a bimonthly newsletter, Pastoral Music Notebook, annual conventions, diverse institutes offering participants short-term intensive professional development experiences; a hotline position-referral service; 70 diocesan chapters throughout the United States and Canada; support networks for distinct practice areas within the pastoral music community; and generous scholarships to assist with financing education and formation for deserving pastoral musicians.

Officers are Ms. Anne Ketzer, Chair; Sr. Kathleen Harmon, SND de N, Ph.D.; Mr. Jeremy Helmes, Vice Chair; Ms. Lena Gokelman; Rev. Msgr. Richard B. Hilgartner, and Ms. Meg Matuska. Dr. Kathleen DeJardin is Chair of the National Certification Committee. Mr. Stephen Petrunak is the President of NPM.
National Organizations
with Approved Certification Standards and Procedures for Certifying Ecclesial Ministers

The USCCB Subcommittee has approved the certification standards and procedures of the following professional organizations for specialized ministries.

American Catholic Correctional Ministries (ACCM)
C/O Deacon John Tomandl
48 Park Avenue
Auburn, NY 13021
Phone: 315-729-4668
E-mail: accmsec@gmail.com

In August 2016, the American Catholic Correctional Chaplains Association (ACCCA) members decided to form an ad hoc transition team to explore the creation of a more broadly-based organization for all those who are involved in Catholic criminal justice ministries in the U.S. Church. Father Richard Deshaies, S.J. is leading the transition team. As a first step, in 2017 the American Catholic Correctional Chaplains Association (ACCCA) changed its name to the American Catholic Correctional Ministries (ACCM) to reflect the broader mission.

While the former ACCCA had approved standards and procedures to certify correctional chaplains, no new certifications had been done in several years. While ACCM has approached other entities to consider taking on the process of certification for Catholic correctional chaplains, there are none being done during this transition, except for those who are members of NACC. A partnership with NACC or a suitable Catholic academic institution is being sought to continue this work. Members of the ACCM continue to be a source of communication and support to each other, and share methods of spirituality, training, and ministry programs.

ACCM, through partnerships with other stakeholders, endeavors to influence the corrections and criminal justice system, to develop faith communities and an ecclesial spirituality among inmates, and to influence the consciences of corrections administrators, notably those who are Catholics. On Tuesday, April 24, 2018, twenty-five national Catholic leaders will discern the future of ACCM and the broader network of Catholic correctional ministries and its unique leadership needs, and the opportunities for evangelization and reform of our evolving criminal justice system. ACCM is partnering with the Catholic Mobilizing Network (CMN) to co-sponsor this Catholic Leadership Roundtable in Washington, DC, in conjunction with another event related to CMN’s new book on Restorative Justice on April 25. A second follow up event is also being planned in conjunction with Dismas Ministries in October 2018.

Officers of the current ACCM Board through this decision-making process include Deacon John Tomandl (President); Father Richard Deshaies, S.J. (Executive Chairman & Treasurer); Father Anthony Bruno (ad-hoc); Paul Rogers (Past President). The Most Reverend Barry C. Knestout, Bishop of Richmond, is the Episcopal Advisor.
The Catholic Campus Ministry Association (CCMA) is a professional campus ministry organization whose mission is to be the voice and promote the mission of the Church among students in higher education by empowering campus ministers through formation, networking and resources.

CCMA has approved standards and procedures to certify campus ministers. Full Associate membership is designed for those currently serving the Church in campus ministry; Affiliate and Partner memberships are available for those interested in supporting this ministry. CCMA hosts its National Convention biennially and its One-Days and workshops annually. CCMA has more than 600 members.

Officers of the Executive Board are: Rev. Christopher LeBlanc, Chair; Brenda Cannella, At-Large Member; Bishop Fernand Cheri, OFM, Episcopal Moderator; Gordon DeMarais, At-Large Member; Rev. J.F. Friedel, At-Large Member; Patrick Lencioni, At-Large Member; Rev. Robert Matya, At-Large Member; Barbara H. McCrabb, Ex-Officio Member; Mike St. Pierre, Ex-Officio Member; Austin Schafer, At-Large Member; Rosie Shawver, At-Large Member.

Michael St. Pierre serves as Executive Director. Chrysta Bolinger serves as Director, Member Services and Communications at the National Office. Rev. Edward Burns serves as Chair of the CCMA Certification Committee.

The National Association of Catholic Chaplains advocates for the profession of spiritual care and educates, certifies, and supports chaplains, clinical pastoral educators, and all members who continue the healing ministry of Jesus in the name of the Church. Membership categories include full member, certified chaplain, certified supervisor, professional affiliate, and student affiliate. The NACC has 2,100 members.
National Conference of Veterans Affairs Catholic Chaplains

Contact information pending

The National Conference of Veterans Affairs Catholic Chaplains (NCVACC) has approved standards and procedures to certify veteran chaplains. NCVACC provides mutual support for members working in the VA Chaplain Service, a forum for the study and development of all phases of VA pastoral care. Any VA Catholic chaplain is eligible for membership. The NCVACC also serves as a corporate body for contact and communication with the national Episcopal advisor and archbishop for the Archdiocese for the Military Services, USA.

Certification of members requires the following: the successful completion of four units of Clinical Pastoral Education with comprehensive evaluation by a certified CPE supervisor from an accredited program; a written statement identifying the candidate's theology of team ministry, sacramental ministry, and ecumenism; evidence of updated theological training, such as seminars, diocesan workshops, and other education programs; adherence to a code of ethics that would protect confidentiality; compliance with government regulations regarding discrimination and equity; and compliance with guidelines to ensure ethical practice by professional staff and candidates. Renewal of certification takes place every five years. Meetings for members are usually held annually. The NCVACC has 86 members.

Officers are: President; Rev. Rashid Peter Francis, Vice President; Rev. Joseph B. Westfall, Treasurer; and Rev. Patrick Adejoh, Secretary. Members at Large: Rev. Marcellinus Uwandu, Rev. James M. Connolly, and Rev. Tony K. Mensah. The Most Rev. Richard B. Higgins, Auxiliary Bishop of the Archdiocese for the Military Services, USA, is the Episcopal Vicar for Veterans Affairs.
Arch/Diocesan Offices
with Approved Certification
Standards and Procedures for Certifying Ecclesial Ministers

ILLINOIS

Archdiocese of Chicago
Office for Lay Ecclesial Ministry
835 N. Rush Street
Chicago, IL 60611
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Web: www.archchicago.org

The Office for Lay Ecclesial Ministry (OLEM) is responsible for the certification of pastoral associates and catechetical leaders serving as directors of religious education, directors of adult faith formation and parish and Catholic high school directors of youth ministry. Previously, the Office for Catechesis and Youth Ministry (OFCYM) had achieved approval of certification standards and procedures for directors of religious education, directors of adult faith formation and directors of youth ministry. OLEM is working closely with the Institute for Lay Formation at the University of St. Mary of the Lake to provide competency-based formation for these ministers in order to enhance the quality of ministry these women and men share with the people of the Archdiocese. Dr. Carol Walters is the Director of the Office for Lay Ecclesial Ministry.

Archdiocese of Chicago
Institute for Lay Formation
University of Saint Mary of the Lake
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Mundelein, IL 60060
Phone: 847-837-4550
Email: balexander@usml.edu
lcouri@usml.edu
Web: www.usml.edu

The Institute for Lay Formation (ILF) is responsible for competency-based formation and certification of parish and Catholic school coordinators of religious education, coordinators of adult faith formation, and parish and Catholic high school coordinators of youth ministry. Previously, the Office for Catechesis and Youth Ministry (OFCYM) had achieved approval of certification standards and procedures for coordinators of religious education, coordinators of adult faith
formation and coordinators of youth ministry. Linda Couri is the Director of the Institute for Lay Formation; Bob Alexander is the Associate Director responsible for this program.

**OHIO**

**Archdiocese of Cincinnati**

*Office for Youth Evangelization and Discipleship*

100 East Eighth Street  
Cincinnati, OH 45201-2150  
Phone: 513-421-3131 ext. 2740  
Fax: 513-421-6271  
Email: bursa@catholiccincinnati.org  
Web: [www.catholiccincinnati.org/youthmin](http://www.catholiccincinnati.org/youthmin)

The Office for Youth Evangelization and Discipleship has approved standards and procedures to certify youth ministry leaders and advanced youth ministry leaders in the Archdiocese of Cincinnati. Mission: We seek the face of Christ in the life of the Catholic Church and bear witness — inviting youth to join on the Way. In pursuit of this mission, the Office trains and certifies lay ecclesial ministers serving as youth ministry leaders. Brad Bursa is the office Director; Rod Dunlap is the Associate Director of Sports Ministry, and Matt Reinkemeyer is the Associate Director of Missionary Outreach.

**MICHIGAN**

**Archdiocese of Detroit**

*Ministerial Certification, Office of Evangelization & Catechesis*

12 State Street  
Detroit, MI 48226-2605  
Phone: 313-596-7312  
Fax: 313-237-5867  
Email: calvin.sean@aod.org  
Web: [www.aod.org/certification](http://www.aod.org/certification)

The Office of Ministerial Certification, within the Department of Evangelization, Catechesis, and Schools, is responsible for the formation and certification of Directors of Religious Education/Parish Catechetical Leaders, RCIA Coordinators, Coordinators of Youth Ministry, Christian Service Coordinators, and Liturgical Musicians. The Office grants certification to those who extend the above ministries in parishes and who meet the eligibility requirements of the Archdiocese and the USCCB Subcommittee on Certification for Ecclesial Ministry and Service - approved standards and procedures. The Office works closely with the Institute for Lay Ministry at Sacred Heart Major Seminary to provide academic courses and degree programs to prepare lay ecclesial ministers, in addition to providing ministerial core topics and mentoring focused on various areas of ministry specialization. Sean Calvin is the Associate Director of Ministerial Certification. Rev. Steve Pullis is the Director of the Department of Evangelization, Catechesis, & Schools.
The Office of Catechesis has approved standards and procedures to certify parish catechetical leaders. The office collaborates with the Office for Lay Ecclesial Ministry and the Office of Youth Ministry to ensure consistency of a unified certification process. The office serves parishes and parish catechetical leaders in their ministry of providing effective faith formation programs for adults, teens, and children. The office also promotes the professional development of religious education, directors of adult education, RCIA directors and other catechetical leaders who provide direction for parish adult education/faith formation programs, parish religious education programs, and Catholic schools. This process includes a detailed orientation to ministry, mentoring by veteran catechetical program leaders, and the promotion of spiritual and academic formation for catechetical ministry leaders. This formation process is based on the National Certification Standards for Lay Ecclesial Ministers.

The Office of Middle and High School Ministry has approved standards and procedures to certify coordinators of youth ministry. The office collaborated with the Office of Catechesis and the Office for Lay Ecclesial Ministry to ensure consistency of a unified certification process. The mission of the office is to provide leadership training and formation for youth ministry leaders, especially coordinators of youth ministry. This formation process is based on the National Certification Standards for Lay Ecclesial Ministers. The office is committed to providing formation, so that youth will be served by competent ministers who are prepared to serve the varied needs of our youth and minister to and with them. Brian Flynn is the Director of the Office of Middle and High School Ministry.
The Diocese of Lansing through the Office for Lay Ecclesial Ministry provides certification for Pastoral Associates/Ministers, Catechetical Leaders, Youth Ministers, and Pastoral Coordinators. In collaboration with the Offices of Catechesis and Youth Ministry, a consistent, unified process is provided. Although all are called by virtue of baptism to share in the saving mission of Jesus Christ, some are also called to serve in ecclesial leadership. The office of Lay Ecclesial Ministry provides various formation opportunities which include pastoral and theological study, spiritual direction and reflection, development of pastoral skills, and processes to facilitate integration of the various formation components. The office also provides ongoing formation and professional development for lay ecclesial ministers serving in a variety of ministries. Deborah Amato is the Director of the office and oversees the certification process.

TEXAS

Archdiocese of Galveston-Houston
Office of Evangelization and Catechesis
2403 Holcombe Boulevard
Houston, TX 77021
Phone: 713-741-8796
Fax: 713-741-8775
E-mail: jblevins@archgh.org
Web: https://www.archgh.org/oec/

The Office of Evangelization & Catechesis has received initial approval of their certification standards and procedures to certify Parish Catechetical Leaders. Those leaders who have completed Basic Formation for Catechetical Leadership/Formación Básica para Líderazgo Catequético or an equivalent, have practical experience in catechetical leadership, and have a full Catechist Certificate or its equivalent, are candidates for this certification. Those called to this ministry who desire continuing formation in a program designed specifically for professional Parish Catechetical Leaders are strongly encouraged to attend the archdiocesan Catechetical Leadership Institute. This Institute consists of two years of formation within which participants develop the following: an understanding of the code of ethics for professional catechetical ministers; the necessary skills to minister in an inclusive, intercultural church and diocese; knowledge of how to apply catechetical leadership skills through an active process which includes prayer, reflection, fellowship, and networking with other catechetical leaders; the experience of being mentored; and participation in a practicum process each year.

Continued on next page-
The Archdiocese of Galveston-Houston is committed to the formation of catechetical leaders and is responding to a two-fold call: a national call for competent parish catechetical leaders and a local call from the catechetical leaders to be recognized through meeting national standards and all certification requirements of the archdiocese.

Julie Blevins is the Director of the Office of Evangelization and Catechesis. Gerardo Salazar is the Associate Director responsible for formation programs for Parish Catechetical Leaders in Galveston-Houston's Spanish speaking community and Deborah Jones is responsible for formation programs in the English-speaking communities. She also oversees the certification process of parish catechetical leaders.
Arch/Diocesan Offices: Preparing for Approval

VIRGINIA

Catholic Diocese of Richmond
Office of Christian Formation
Lay Ecclesial Ministry Institute (LEMI)
7800 Carousel Lane
Richmond, VA 23294
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Email: bharris@richmonddiocese.org
Web: www.richmonddiocese.org

The Office of Christian Formation supports, educates, and empowers ministry leaders to become Spirit-filled disciples leading others to Christ. The office of Christian Formation is seeking initial approval for certification standards and procedures for Directors/Coordinators of Religious Education, Youth Ministers, Adult Faith Formation Coordinators, RCIA Coordinators, Campus Ministers and Catholic School Teachers of Religion. Ms. Bernadette Harris is the Director of Lay Ecclesial Ministry Institute (LEMI) and Associate Director for Christian Formation.
## 2018 Subcommittee Members

### SCEMS Chairman:
Most Reverend Gerald Kicanas  
*Bishop Emeritus of Tucson*

### Member-
*Laity, Marriage, Family Life, and Youth*
Most Reverend George Rassas  
*Auxiliary Bishop, Archdiocese of Chicago*

### Member-
*Clergy, Consecrated Life, and Vocations*
Most Reverend Earl Boyea  
*Bishop of the Diocese of Lansing*

### Member-
*Cultural Diversity in the Church*
Most Reverend Arturo Cepeda  
*Auxiliary Bishop, Archdiocese of Detroit*

### Member-
*Evangelization and Catechesis*
To be announced

### Member-
*Communications*
Most Reverend Robert Reed  
*Auxiliary Bishop, Archdiocese of Boston*
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*Director-Masters of Arts in Pastoral Studies/Specialized Ministries*  
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