

1. If you are interested in a scholarship opportunity, visit the Chalmers Center to [learn more](#)

***Faith & Finances* Facilitator Certification Course Details**

WHO: Up to 15 participants who share the vision of the Chalmers Center to reach low-income people through financial education. Participants attending are affiliates of churches and Christian organizations through the US/Canada. They come from a variety of ethnic and denominational backgrounds –but all are working or desire to work in low-income communities in the US/Canada. As a prerequisite to attend, participants commit to:

- Participate in online readings/discussions before the live event and receive a passing grade (80 points or above out of 100);
- Prepare to facilitate sections of *Faith & Finances* curriculum in advance of the training;
- Attend the full 16 hours of the live training;
- Train using the Chalmers Center’s approach to holistic ministry and facilitation methodology;
- Maintain the integrity of Chalmers materials and provide feedback according *Faith & Finances* Certified Facilitator Training Agreement.

The training will be facilitated and coordinated by Chalmers Center certified trainers.

WHEN:

ONLINE COURSE: 4 WEEKS

The online course will run for four weeks. Participants are expected to put in 2-4 hours per week on average for reading and discussion. Online training will begin **May 22, 2017 and ends June 20th.**

LIVE EVENT: 2 DAYS

Participants coming from long distance should plan to arrive on the evening before in order to be ready to begin training early on the first day. Breakfast and introductions will begin at 8 am each day. The training will run until 5 pm on Friday, **June 30th through 4pm Saturday July 1st, 2017** with one hour breaks for lunch and two short mid-morning and afternoon breaks.

WHY:

During recent difficult economic times in the US, it is now more pertinent than ever for low-income people to be equipped with the knowledge, skills, and attitudes necessary for good financial management. In the US church, there is increasing interest in social action in general, and, more poignantly, a desire to serve low-income people with tools for long-term development. Even more pertinent is the church’s role in bringing a holistic, kingdom-led vision to the area of finances.

Equipping churches and ministries to offer best-practice financial education is a key strategy of the Chalmers Center’s vision for holistic development in the US. Integrating both online and live interaction, certified facilitators will be equipped with new knowledge, skills, and attitudes in holistic theology, curriculum use and facilitation skills, financial literacy theory and realities for low-income people, program management, and reporting.

WHERE:**ONLINE COURSE EVENT: 4 WEEKS**

The *Faith & Finances* Facilitator Certification Course begins online, including discussion forums, videos, and online readings. Participants must complete readings and discussions for all 4 weeks so that the live event portion of the training can be productive. To attend the live event, a passing grade of 80 or above is required.

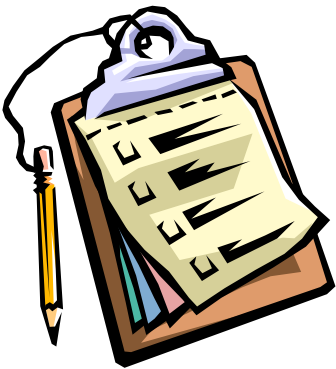
LIVE EVENT: 2 DAYS**Home Sweet Home Ministries, 303 E. Oakland Ave, Bloomington, IL 61701**

The *Faith & Finances* Facilitator Certification Course culminates in a two-day live event at Home Sweet Home Ministries, Bloomington, IL. Breakfast and lunch will be provided on site.

COST:

Training costs \$450 at the early bird rate and \$500 within one week of the start of online training.

Faith & Finances Facilitator Certification Course Requirements



This document explains the following two components:

1. **Moodle** online learning platform
2. **Grading** structure

1. **Moodle** – This course is facilitated on the Moodle online learning platform, which you can access with most web browsers (e.g., Firefox, Chrome, Safari; Internet Explorer is *not* recommended). You will be assigned a username and password to access the Moodle environment at <http://www.chalmerstraining.org>. An active Internet connection is required to

use Moodle. If you do not have a reliable Internet connection, weekly assignments can be downloaded as PDF documents. Also, you can complete weekly assignments offline in Word and paste them into Moodle when Internet access is available.

2. **Grading** – We use a grading system to measure success in this course. Each week is worth 25 points and the draft plan is worth 15 of the points in week 4, making 100 total points possible for this course. Your work will be evaluated by an instructor throughout the course. Thoroughness, timely submission, and level of interaction with others are all taken into account when awarding points. At times the instructor may request more information or ask for clarification on your answer. Please follow up on all these inquiries to ensure you receive maximum credit. We encourage interaction with other participants, and occasionally we require you to comment on other participants' posts to receive full credit. Eighty (80) points are needed to pass the course and proceed to the live training event.

Week 1	<i>May 22-May 30</i>	25 pts.
Week 2	<i>May 31-June 6</i>	25 pts.

S	<i>June 7-June 13</i>	25 pts.
Week 4	<i>June 14-June 20</i>	25 pts.
Total		100 pts.

Important - Please note that your initial forum posts are due by 11:55pm Eastern Time on **Tuesday** of the week after they are assigned. Late submissions may not be graded if posted after the weekly grading cycle is complete.

Keys to Success in Online Learning

Online learning, while often not as relational as a live training event, can be an effective, dynamic, and engaging method of learning. In order to be successful in this 4-week course, consider following these guidelines.

- **Plan ahead** – Because online learning doesn’t take place in a physical classroom with an instructor and colleagues, participants often feel less urgency to complete the weekly assignments. It is not uncommon for participants to fall behind as the busyness of life pushes the demands of “virtual” learning to the back. Many of the assignments cannot be successfully done at the last minute, nor does it add value to collaborative learning when first posts are made at 11 pm on Tuesday night.
- **Participate** - The majority of online dialogue occurs on the discussion forum, the place where you post your responses to different assignments, and where you interact with instructors’ and other colleagues’ responses. Leave time each week to read and respond to others’ posts.
- **Pray** – Ask the Lord to speak to you through the course readings, colleagues and instructors.

Requirements for Certification

Successful completion of this course is a requirement for you to continue in the process to become a certified *Faith & Finances* Facilitator. After completion of the 4-week online course, you are also required to complete a two-day live training. The complete *Faith & Finances* Facilitator Guide and Participant guide will be given to you at the live training event.

***Faith & Finances* Certified Facilitator Training Agreement**

Please read the Training Agreement at <https://www.chalmers.org/resources/user-portal/us-facilitator-links/fnf-agreement>, and make sure you are clear and in agreement with the expectations. If you have any questions, do not hesitate to contact us. You will be asked to acknowledge your agreement with these terms as a condition of access to the course assignments. To confirm your agreement, on the course website click the Training Agreement link in the top section of the course Weekly Outline.