



Christian Women's Job Corps®

Christian Men's Job Corps<sup>SM</sup> 

## National Certification Training (NCT) for Site Coordinators Sponsored CSBC/ WMU

**March 12-15, 2008 - Pre-registration Required**

**Registration Cost: \$135.00, Deadline March 1, 2008**

**Training Location: New Hope Community Church  
3041 Peck Road, El Monte 91731**

### National Certification Training for Site Coordinators Level 1



The goal of National Certification Training for Site Coordinators (NCT) Level 1 is to equip prospective site coordinators to begin and lead a Christian Women's Job Corps and Christian Men's Job Corps ministry site. National Certification Training for Site Coordinators is for Christian Women's Job Corps and Christian Men's Job Corps. Both men and women are certified through this training. This training is the beginning point of a CWJC/CMJC leader's journey.

*Note: The Spanish track has been cancelled.*

### National Certification Training for Site Coordinators Level 2



The goal of National Certification Training for Site Coordinators (NCT) Level 2 is to provide advanced training to site coordinators who have completed set prerequisites. Both men and women are certified through this training. *English only.* (Completed Level 1 and actively developing ministry site. Class size limited to 8)

#### Prerequisites



There are prerequisites for each level of NCT. Anyone attending training without completing all of the requirements *will not be certified* at the conclusion of the training.

#### Prerequisite Bibliography

##### Level 1 - English

Payne, Ruby K. What Every Church Member Should Know About Poverty. Highlands, TX: Aha! Process, Inc., 1999.

##### Level 1 – Spanish (This track has been cancelled.)

*Prerequisite: the reading of any two books for each level of training.*

Kreig, Libo and Abby Rodríguez. Mentoría: De mujer a mujer. Birmingham, AL: WMU, 2002. Available at [www.wmystore.com](http://www.wmystore.com).

Vázquez, Mirta. ¿El amor todo lo soporta? Birmingham, AL: WMU, 2002. Available at [www.wmystore.com](http://www.wmystore.com).

Ashker, Helen. Jesus cambia a la mujer. Casa Bautista de Publicaciones. Available at 1-800-755-5958.

McDowell, Josh. El padre que you quiero ser. Casa Bautista de Publicaciones. Available at 1-800-755-5958.

##### Level 2 - English

Little, Helen. Volunteers: How To Get Them, How To Keep Them. Naperville: Illinois: Panacea Press, Inc., 1999.

**Each level 2 training participant MUST submit a copy of their sites ministry plan, and 1-2 questions they would like to have addressed at training no later than March 1 prior to training date. (This is very important.)**



**ALL Training Participants:** Read the Prerequisite Packet and be familiar with the contents.





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**National Certification Training for Site Coordinators**  
**Official NCT Level 1 Registration Form**

**NCT Dates:** March 12-15, 2008

**Training Location:** New Hope Community Church, El Monte CA 91731

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State, ZIP:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_

**Work Phone:** \_\_\_\_\_

**Cellular Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

*Please read and check each of the following to indicate your understanding of the commitment you are making by registering for this event.*

- I know the prerequisites for attending the NCT at the level checked and will fulfill them prior to the start of training.
- I understand that I will not be certified if I have not completed the prerequisites, do not attend all sessions of the NCT, or do not participate fully in the training.
- I am attending this training because I want to prepare to develop a \_\_\_CWJC ministry or a \_\_\_ CMJC. (Indicate which) (Level 1 only)
- I am attending this training because I want additional training as a Site Coordinator. I was trained (date/location): \_\_\_\_\_
- I have shared my interest in beginning a CWJC ministry with my state CWJC Coordinator.

*Help us get to know you:*

- I have these special physical needs: \_\_\_\_\_
- I have these special dietary needs: \_\_\_\_\_
- I am involved in WMU (how): \_\_\_\_\_
- I am a member of: \_\_\_\_\_ Church
- I have attended NCT before: \_\_\_\_\_
- There is a CWJC in my community: \_\_\_\_\_
- I would like you to know: \_\_\_\_\_
- Other: \_\_\_\_\_

**Registration fee enclosed: Level 1 English** \_\_\_\_\_

- Check for \$ \_\_\_\_\_ enclosed

(To pay by credit card, you must go online at [www.csbc.com](http://www.csbc.com) and register by clicking on the "Open Events Registration" button on the homepage.)

**Mail to:** CSBC/ WMU  
Attn: Cathy Glover  
678 East Shaw Ave.  
Fresno, CA 93710-7704



# Christian Women's Job Corps®

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## National Certification Training for Site Coordinators

### Official NCT Level 2 Registration Form

**NCT Dates:** March 12-15, 2008

**Training Location:** New Hope Community Church, El Monte CA 91731

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State, ZIP:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_

**Work Phone:** \_\_\_\_\_

**Cellular Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

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- I understand that I will not be certified if I have not completed the prerequisites, do not attend all sessions of the NCT, or do not participate fully in the training.
- I am attending this training because I want to prepare to develop a CWJC ministry. (Level 1 only)
- I am attending this training because I want additional training as a Site Coordinator. I was trained (date/location): \_\_\_\_\_
- I have shared my interest in beginning a CWJC ministry with my state CWJC Coordinator.

*Help us get to know you:*

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- I have these special dietary needs: \_\_\_\_\_
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- I am a member of: \_\_\_\_\_ Church
- I have attended NCT before: \_\_\_\_\_
- There is a CWJC in my community: \_\_\_\_\_
- I would like you to know: \_\_\_\_\_
- Other: \_\_\_\_\_

#### Registration fee enclosed:

- Check for \$ \_\_\_\_\_ enclosed
- (To pay by credit card, you must go online at [www.csbc.com](http://www.csbc.com) and register by clicking on the "Open Events Registration" button on the homepage.)

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678 East Shaw Ave.

Fresno, CA 93710-7704



## NCT for Site Coordinators Level 1

### *Day 1 Overview & Foundation*

**8:00 On-site Registration**  
(Pre-registration required)  
8:15 Welcome and Overview  
10:00 BREAK  
10:15 Foundation  
11:30 LUNCH  
12:30 Prayer, Site Coordinator  
2:45 BREAK  
3:00 Advisory Council  
4:30 Questions  
5:00 Dismissal

### *Day 2 Development*

**8:00** Eye Opener  
8:15 Needs Assessment, Site  
10:00 BREAK  
10:15 Budget, Ministry Plan  
11:30 LUNCH  
12:30 Funding – Bible Study  
2:45 BREAK  
3:00 Curriculum - Certification  
4:30 “To Do” List  
5:00 Dismissal

### *Day 3 Ministry*

**8:00** Eye Opener  
8:15 Strength-Based, ATP  
10:00 BREAK  
10:15 Problem-Solving  
11:30 LUNCH  
12:30 Boundaries, Roles  
2:45 BREAK  
3:00 Cultural Awareness  
4:30 ATP  
5:00 Dismissal

### *Day 4 Evaluation & Fund-raising*

**8:00** Eye Opener  
8:15 Evaluation  
10:00 BREAK  
10:15 Fund-raising  
11:00 Expectations and  
Evaluation  
11:30 Certification Celebration  
12:00 Dismiss

*Note: only those who have completed all necessary prerequisites and satisfactorily completed all of this NCT will be certified*



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**Ministries of WMU®**



### **National Certification Training**

(3 ½ days required for certification)

**Level 1:** English only (Spanish has been cancelled)

**Level 2 :** English only

**March 12-15, 2008 (Wed 8:00am – Noon Sat.)**

**New Hope Community Church**

**3041 Peck Road, El Monte, CA 91731**

**Cost: \$135.00 (Deadline March 1)**

**(includes training materials, training,  
snacks and 4 lunches) Dinner on own.**

**Lodging not included. Hotel suggestions available.**

#### **Are you a prospective CWJC/CMJC site coordinator?**

1. You are a Christian, active in a local church, and personal spiritual growth is a priority to you.
2. You have the time, energy, and desire to commit to leading a CWJC/CMJC ministry site.
3. You have a high school diploma (or the equivalent) and preferably some post secondary education or specialized training.
4. You have been told or know that you have good communication, organization, leadership, and listening skills.
5. You are open to opportunities for growth and learning.

#### **For more information contact:**

**WMU/Women's Ministries**

**678 East Shaw Ave., Fresno, CA 93710-7704**

**(559) 229-9533, x 255**

**Register online at [www.csbc.com](http://www.csbc.com)**