

**Presbyterian Church (USA)
Educator Certification Council
100 Witherspoon St., Room 4615
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FOR YOUR INFORMATION

CERTIFIED CHRISTIAN EDUCATOR EXAMINATION GUIDELINES FOR READERS

It is the hope of the Educator Certification Council that the Examination process can offer the educator opportunities to learn and grow from experience as well as to demonstrate his or her qualifications for certification. Therefore, the design for the examination process has several opportunities for feedback built into it.

Three readers read each examination. Two of the readers are selected from the Council itself. The third reader is a recognized leader in educational ministry. Each reader evaluates the exam independently. The Council collates the readers' recommendations. If all readers approved all parts of the exam, certification is granted.

It is possible that the Council, acting on the recommendations of the readers, will pass the educator on parts of the exam and require additional work on other parts. In such a case, the Council depends heavily on the critiques of the readers to offer guidance to the educator for his or her additional work. Therefore, we request that readers be as specific as possible in making recommendations of areas or issues that the educator needs to address to successfully complete his or her exam.

As a "friendly reminder," please only pass sections of the exam where the educator has clearly followed directions and has included all parts that are required. Please also note that each section of the exam is either **Accepted** or **Not Accepted**. **Accepted** is to be marked only if the entire part is accepted and no additional work of any kind is suggested/required. **Not Accepted** is to be marked in any and all cases where a section or part is missing, a section or part is inadequate and needs to be re-done, or when the entire section of the exam is to be re-done for whatever reason. If you mark Not Accepted, please provide your rationale for doing so, along with your suggestions to the educator of what he or she needs to do to bring this part of the exam up to an acceptable level. These will be sent to the educator in a composite of all readers' comments.

In all cases where the entire exam is accepted, copies of the readers' comments are forwarded to the educators at the conclusion of the examination process. Educators have told us that they deeply appreciate reading those comments - both the positive and the negative ones - as they contribute to the learning experience that is an inherent part of the program. As a Council, we do urge our readers to make both positive and helpful negative comments. It can be easy to merely note the problems, forgetting to comment when a writer has done something well.

If you are interested in reviewing an exam that is considered as a model, recommended highly in all parts, please contact the certification office in Louisville and one will be made available.

Thank you for participating in the certification process as a reader. Your efforts are a vital contribution to the lives and work of some dedicated people.

CERTIFIED CHRISTIAN EDUCATOR EXAM
PART II - Educational Design
Guidelines for Readers

The educator's written material for this section of the exam should include his/her fulfillment of the knowledge and skill assumptions for this dimension of certification at the Certified Christian Educator level:

The knowledge/skill areas that underlie this part of the exam center on the educator's ability to do the following.

1. To draw upon the literature in the fields of Reformed Theology and Christian educational theory to express one's own theological and theoretical assumptions concerning the task of Christian Education.
2. To generate, teach and evaluate an original educational design for a church or "church-related" setting.

As you read the educator's exam, please respond to and comment on the following. **Remember that the rating scale of excellence goes from 1 [unacceptable] through 3 [adequate] to 5 [outstanding].**

EXERCISE A - Theological and Theoretical Assumptions

BACKGROUND

yes no Did the educator select one Reformed theologian?

Who? _____
Comments _____

yes no Did the educator select one Christian Education theorist?

Who? _____
Comments _____

QUESTION 1

yes no Did the educator discuss the significant elements of the work of one Reformed theologian whose writings have been formative in shaping his/her theological assumptions concerning Christian education?

Scale of Excellence 1 2 3 4 5
Comments _____

CERTIFIED CHRISTIAN EDUCATOR EXAM
PART II - Educational Design
Guidelines for Readers (Cont.)

QUESTION 2

yes no Did the educator discuss the significant elements of the work of one Christian Education theorist whose writings have been formative in his/her educational assumptions concerning Christian education?

Scale of Excellence 1 2 3 4 5

Comments

QUESTION 3

yes no Did the educator's brief statement reflect an understanding of the Reformed theological tradition?

Scale of Excellence 1 2 3 4 5

Comments

QUESTION 4

yes no Did the educator write a brief statement outlining his/her own basic theological and theoretical approach to Christian education?

Scale of Excellence 1 2 3 4 5

Comments

SUMMARY

Part IIA of the Certified Christian Educator Examination should be:

Accepted

Not Accepted

Rationale:

Follow-up Recommendations:

CERTIFIED CHRISTIAN EDUCATOR EXAM
PART II Educational Design
Guidelines for Readers (Cont.)

EXERCISE B - Original Educational Design

As you read the educator's exam, please respond to and comment on the following. **Remember that the rating scale of excellence goes from 1 (unacceptable) through 3 (adequate) to 5 (outstanding).**

QUESTION 1

___yes___no

Did the educator provide a specific statement of the theological and educational assumptions underlying the design?

Scale of Excellence 1 2 3 4 5
Comments

QUESTION 2

___yes___no

Did the educator include a statement of overall goals and objectives, including written objectives for each session that are consistent with the objectives of the whole design?

Scale of Excellence 1 2 3 4 5
Comments

QUESTION 3

___yes___no

Did the educator provide clear, intentional linkages between activities within sessions and between individual sessions and the whole design?

Scale of Excellence 1 2 3 4 5
Comments

QUESTION 4

___yes___no

Did the design use a variety of appropriate educational methods, demonstrate a sensitivity to the differing learning needs of participants, and reflect an effort to make positive use of classroom environment as a teaching tool?

Scale of Excellence 1 2 3 4 5
Comments

CERTIFIED CHRISTIAN EDUCATOR EXAM
PART II - Educational Design
Guidelines for Readers (Cont.)

QUESTION 5

___yes___no

Did the educator use a variety of adequate and appropriate resources, including up-to-date resources, in preparation and teaching (with supporting papers and a bibliography included as necessary)?

Scale of Excellence 1 2 3 4 5
Comments

QUESTION 6

___yes___no

Did the educator involve students in a manner that is developmentally appropriate?

Scale of Excellence 1 2 3 4 5
Comments

QUESTION 7

___yes___no

Did the design reflect clarity, creativity, and cohesiveness in both content and process?

Scale of Excellence 1 2 3 4 5
Comments

QUESTION 8

___yes___no

Did the evaluation process within the design provide for built-in reflection by and with the participants?

Scale of Excellence 1 2 3 4 5
Comments

QUESTION 9

___yes___no

Did the educator provide an evaluation of the design as implemented, including insights he or she gained from the experience?

Scale of Excellence 1 2 3 4 5
Comments

CERTIFIED CHRISTIAN EDUCATOR EXAM
PART II - Educational Design
Guidelines for Readers (Cont.)

SUMMARY

Part IIB of the Certified Christian Educator Examination should be:

_____ Accepted

_____ Not Accepted

Rationale:

Follow-up Recommendations:

CERTIFIED CHRISTIAN EDUCATOR EXAM
 PART III - Educational Practice
Guidelines for Readers

Please comment on the strength of the educator's theory and practice and on the way in which the competencies in the knowledge/skill areas are or are not demonstrated. Please pay particular attention to the educator's demonstrations of sensitivity to persons and awareness of the issues that underlie the situations being addressed. **Remember that the rating scale of excellence goes from 1 [unacceptable] through 3 [adequate] to 5 [outstanding].**

SITUATION # _____
 Knowledge/Skill Areas: _____, _____, _____
 Scale of Excellence 1 2 3 4 5
 Comments

Plan of Action
 Scale of Excellence 1 2 3 4 5
 Comments

Clear Expression of Rationale
 Scale of Excellence 1 2 3 4 5
 Comments

Sensitivity and Awareness
 Scale of Excellence 1 2 3 4 5
 Comments

SITUATION # _____
 Knowledge/Skill Areas: _____, _____, _____
 Scale of Excellence 1 2 3 4 5
 Comments

CERTIFIED CHRISTIAN EDUCATOR EXAM
PART III - Educational Practice
Guidelines for Readers (Cont.)

Has the educator demonstrated competency in each of the seven-knowledge/skill areas?

Please check which areas are evidenced in this part of the exam.

- Biblical Interpretation
- Reformed Theology
- Religious Education Theory & Practice
- Human Development
- Polity
- Presbyterian Program and Mission
- Worship & Sacraments

All categories **MUST** be checked for this exam to be accepted.

SUMMARY

Part III of the Certified Christian Educator Examination should be:

- Accepted
- Not Accepted

Rationale:

Follow-up Recommendations: