

**The Upper Room
Walk to Emmaus/Chrysalis
Clergy Certification Process**

(Approved October 20, 2007 and revised on April 25, 2008)

Rationale: In order to honor the service of clergy whose traditions do not require the same level of formal education as the current Emmaus/Chrysalis Clergy Criteria and who have served faithfully as Spiritual Directors, and are in good standing in their communities, a certification process has been established by The Upper Room. This certification process will enable these clergy to continue to serve in the categories of Weekend Spiritual Directors and Assistant Spiritual Directors in their Emmaus/Chrysalis communities.

This certification process will be offered by The Upper Room Walk to Emmaus/Chrysalis International Office through its Clergy Regional Representatives. The Clergy Certification will be done on a case by case basis. Local Boards will submit the names of those clergy who they want to certify to the Clergy Regional Representative in their area.

This certification process will be limited to clergy who have faithfully served their communities before December 31, 2007. If granted, the certification will remain valid as long the person is in good standing with the community and with The Upper Room Emmaus/Chrysalis Spiritual Director.

This Clergy Certification process includes the following steps:

- 1) An official request from the Emmaus/Chrysalis Board of Directors to the Clergy Regional Representative of that region which must include:
 - A. The current Clergy Team Application Form (available through the WTE/Chrysalis websites) completed by each candidate(s).
 - B. Recommendations in the form of:
 1. A written statement of a local ministerial association, or
 2. Two or more letters from other qualified clergy in the area stating clearly that the candidate is in good standing with other clergy in the area and respected as one who can provide pastoral and spiritual guidance in an ecumenical setting like Emmaus or Chrysalis.
 3. A letter from the Community Spiritual Director and Community Lay Director, stating that the board has examined the service record of each candidate within the community and the Clergy Team Application form. This letter should also provide any other important information as to why this candidate should be certified as clergy for leadership in Emmaus or Chrysalis.
- 2) After the Clergy Regional Representative receives the three documents described in step 1, there will be an interview with each candidate. Those who do not successfully complete this stage will receive word from the Community Spiritual Director.

- 3) Those who successfully complete steps 1 and 2 will be invited to a clergy certification event in any region.
- 4) Clergy successfully completing the Certification training will be recommended to The Upper Room International Office for certification. These clergy will receive a certificate and a letter signed by the International Spiritual Director authorizing them to serve as a Weekend Spiritual Director or Assistant Spiritual Director for Emmaus and Chrysalis. A copy of this letter of authorization will also be sent to the Community Board of Directors to be kept on file, and a copy to the Clergy Regional Representative.

Certified Clergy training events will be held regionally. Locations and dates will be posted in the Upper Room Emmaus/Chrysalis websites. Training events will be open for persons from any region.

For more information please contact your Clergy Regional Representative.

(Revised on 04/25/08)