



# Canadian Multifaith Federation



## CERTIFICATION PROGRAM Applicant's Handbook

Canadian Multifaith Federation  
207 – 3570 Victoria Park Avenue, Toronto, Ontario M2H 3S2  
Tel: 416 422 1490; Fax: 416-422-4359  
Email: [cmfsrc@cmfsrc.ca](mailto:cmfsrc@cmfsrc.ca) Website: [www.cmfsrc.ca](http://www.cmfsrc.ca)



# CERTIFICATION COMPETENCY TO WORK IN A MULTIFAITH CONTEXT

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## CORE COMPETENCIES

The Certification Interview will be based upon the following multifaith competencies:

**Candidates will be knowledgeable of the basis for client's Religious Rights.**

Candidates will be familiar with the following documents as a basis for assuring individual and corporate religious rights:

- Geneva Convention
- United Nations "Universal Declaration of Human Rights" (1948)
- United Nations "Standard Minimum Rules for the Treatment of Prisoners"
- Canadian Charter of Rights and Freedoms (1982)
- Ontario Human Rights Code
- Criminal Code of Canada
- Children & Family Services Act
- Patient's Bill of Rights

**Candidates will be knowledgeable of their own faith tradition.**

Candidates will show intellectually, emotionally, and spiritually how their faith tradition is integrated into their profession.

**Candidates will be competent in interfaith dialogue and multifaith support.**

Candidates will show how they are sensitive, respectful and willing to learn from other faith traditions. They will demonstrate the ability to facilitate and coordinate faith specific services.

**Candidates will be knowledgeable of cultural diversity within faith groups.**

Candidates will demonstrate their ability to utilize these distinctions.

**Candidates have skills in discerning client's spirituality.**

Candidates will demonstrate their ability to facilitate client's spiritual development.

**Candidates will have skills in managing spiritual care volunteers and faith community services.**

Candidates will demonstrate their skills in this area and articulate their approach to supporting volunteer services.

## **Additional Resources**

In preparation for your certification interview, you might wish to refer to the following resources which can be found on-line or may be borrowed from the CMF Library.

**Sensitivity to Multifaith Issues:** A do-it-yourself workshop outline for Spiritual and Religious Care Specialist. [online]

**Multifaith Information Manual:** An Authoritative Guide to Religious Rights and Accommodations, 6th edition. Toronto, Ontario. Canadian Multifaith Federation, 2017 [Book]

**How to be a perfect stranger:** a guide to etiquette in other people's religious ceremonies. 1st edition. Woodstock, Vt. Jewish Lights Publications c1996 - 1997, [Book]

**Pastoral Counselling Across Cultures.** Augsburg, David W. 1st edition. Philadelphia Westminster Press, 1986. [Book]

**The World's Religions.** Smith, Huston [San Francisco], Harper San Francisco c1991. [Book]

The Multifaith Library is a program of the Canadian Multifaith Federation's Information Services Department. The chief purpose of the library is to provide services to those persons who provide spiritual and religious care to residents of Ontario's provincial institutions and transfer payment agencies. It is our purpose to provide adequate and appropriate information services and support. Ask for details about how to apply or for membership fees.



## CERTIFICATION COMPETENCY TO WORK IN A MULTIFAITH CONTEXT

### APPLICATION FORM

The Canadian Multifaith Federation, CMF (formerly Ontario Multifaith Council) interviews and approves persons who wish to be employed as facilitators or providers of religious services and spiritual care in multifaith environments. Based upon your training, experience and the endorsement of your faith group, you will be assessed as to your suitability for such a position. You are asked to complete this application form. If there are questions you are unable, or choose not, to answer, please state the reasons. If you need more space, please feel free to attach a paper to this form.

#### Contact Information

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Postal Code \_\_\_\_\_

Email \_\_\_\_\_

Phone (Work) \_\_\_\_\_ Phone (Home) \_\_\_\_\_

Phone (Fax) \_\_\_\_\_ Phone (Mobile) \_\_\_\_\_

Languages Spoken Proficiently: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Ordaining/Commissioning Authority (if applicable):

\_\_\_\_\_

\_\_\_\_\_

Ordination Date: \_\_\_\_\_

Faith Group Authority:

\_\_\_\_\_

*(name)*

\_\_\_\_\_

*(address)* \_\_\_\_\_ *(postal code)*

## Education

### College or University

Name	Dates Attended		Degree Completed
	from	to	

### Theological and/or Post-Graduate Studies

Name	Dates Attended		Degree Completed
	from	to	

### Supervised Pastoral Education

List in chronological order your four (4) most recent units of S.P.E. (either P.C.E. or C.P.E)

Centre	Level (Basic or Advanced)	Dates Attended		Supervisor
		from	to	

### Faith Group or Religious Training

Name	Dates Attended		Courses Completed
	from	to	

## EMPLOYMENT HISTORY:

- A. Place of Work: : \_\_\_\_\_  
Type of Work: \_\_\_\_\_  
Dates of Employment: From \_\_\_\_\_ to \_\_\_\_\_  
Key Responsibilities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- B. Place of Work: : \_\_\_\_\_  
Type of Work: \_\_\_\_\_  
Dates of Employment: From \_\_\_\_\_ to \_\_\_\_\_  
Key Responsibilities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- C. Place of Work: : \_\_\_\_\_  
Type of Work: \_\_\_\_\_  
Dates of Employment: From \_\_\_\_\_ to \_\_\_\_\_  
Key Responsibilities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- D. Place of Work: : \_\_\_\_\_  
Type of Work: \_\_\_\_\_  
Dates of Employment: From \_\_\_\_\_ to \_\_\_\_\_  
Key Responsibilities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Other related experiences

Please describe your work-related or life experiences that qualify you for competency to work in a multifaith environment. (Attach additional pages if required).

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### Certificate of Endorsement

Please send the attached Certificate of Endorsement to the faith group authority which you have indicated above. Ask your faith group authority to complete the form and return it to:

Canadian Multifaith Federation  
3570 Victoria Park Avenue, Suite 207  
Toronto, Ontario M2H 3S2.  
Fax: 416 422 4359



Phone

Email

**Additional References. A** (person who will attest to your spiritual care abilities in the work place)

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position/Title

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Address

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

**Additional References. B** (person who will attest to your spiritual care abilities in the work place)

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position/Title

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Address

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

**The person to whom you have sent the faith group endorsement form.**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position/Title

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Address

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email



## Faith History

Please briefly answer the following questions on additional pieces of paper.

- A. Give a brief background of your religious affiliation and personal faith development.
- B. Describe a personal understanding of a belief that comes directly from your faith tradition and how that belief has changed for you over time.
- C. Describe some of the cultural practices of your faith group or community and their significance and meaning for you.
- D. How do you deal with your faith group's stance concerning other faith groups when it is in conflict with your personal beliefs?

### Authorization

I hereby declare that to my knowledge the foregoing information is true and complete.

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*(Signature of Applicant)*

*(Date)*

## Mailing & Payment Instructions

Please provide the completed application form with supporting documents and the processing fee of \$250.00 payable to "Canadian Multifaith Federation" to:

Canadian Multifaith Federation  
207 – 3570 Victoria Park Avenue  
Toronto, Ontario M2H 3S2



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### FAITH GROUP ENDORSEMENT

This is to certify that I have been informed of the application being made by

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*(name of applicant)*

for employment, or reappointment, as a Spiritual and Religious Care Specialist.  
The above mentioned applicant is an ordained/commission/authorized person in

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*(name of the faith group)*

and is in good standing.

The

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*(appropriate person(s) or committee(s) in our faith group)*

have met with him/her and endorses him/her as a suitable person for ministry within our faith group and for multifaith public ministry. If selected for employment, our faith group grants approval for his/her involvement in the ministry and we will retain responsibility for his/her Practice of Leadership; including compliance with the Professional Ethical Standards, Oaths and/or Statements of Faith and Allegiance of our faith group.

The

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*(appropriate person(s) or committee(s) in our faith group)*

to which he/she is now responsible in the structure of our faith group will meet with him/her every

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*(frequency, e.g. once a month, once a quarter, once a year)*

to support his/her work. This endorsement is renewable every five years or whenever required.

## Authorization

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*Authority Signature*

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*Print Faith Group Authority's Signature*

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*Address*

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*Postal Code*

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*Phone*

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*Email*

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*Date*





