

BUDDHIST COUNCIL of VICTORIA INC.

APPLICATION FORM FOR TEACHER TRAINING Buddhist Religious Instruction in Victorian Schools Program

Application for Consideration as a Participant in the Voluntary Buddhist Religious Instruction Teacher Training Program.

Please read carefully as all requirements must be met.

Background to the Program: The Buddhist R.I. in Schools Program is designed to meet the needs of all traditions of Buddhism. To ensure a consistent approach and one which is in keeping with all traditions of Buddhism, the Buddhist R.I. Program has developed and approved a set syllabus. To teach on this program you must agree to teach to this prescribed syllabus only. The training involves a commitment of 15 hours of training generally carried out over 2-3 days. Dates for the current year together with additional information is available on the website: www.bcvic.org.au

Please Note: Successful completion of the training program does not necessarily result in being recommended for the certificate.

Exemption: Those applicants who currently hold teacher registration for Victorian schools may apply for an exemption from some nominated modules.

Essential Pre-Requisites:

1. **Buddhist Background:** To be a teacher on the Religious Instruction Program you must be a member of one of the Buddhist groups currently affiliated with the Buddhist Council of Victoria. In addition you must have at least 5 years connection with Buddhism.
2. **Spiritual Reference:** It is a requirement of the Buddhist Council of Victoria and the Department of Education that people wishing to be considered as applicants for the teacher training program provide a WRITTEN character and spiritual reference from either the Spiritual Director of the Buddhist Temple or center of which you are a member or a senior member of the ordained sangha (monk or nun. This reference must be in writing, and must be signed and dated. An outline of the points to be covered in this reference is attached. The letter of reference should be on the letterhead of the organization concerned. Emails are not accepted. The completed reference must be attached to this application form.
3. **Communication Skills:** The applicant must clearly demonstrate the ability to empathise and communicate effectively with children of primary school age.
4. **Oral Skills in English Language:** In order to ensure effective communication, a high level of verbal English language skills must be demonstrated at interview and throughout the training.
5. Demonstrate a **satisfactory Working With Children Check: Victorian Department of Justice**. It is now a Government requirement for all people involved in working with children, to apply for a 'Working with Children Check'. Application forms are available at all Post Offices. Please DO NOT apply by yourself as the BCV will discuss application procedures with you once your application has been approved.

PROCESS FOR APPLICATION AND FINAL RECOMMENDATION FOR TEACHING CERTIFICATE:

1. Complete and submit initial application form to the stated address. Please ensure all details are complete as incomplete forms will not be considered.
2. Attach (if possible) a copy of your membership details to demonstrate you are currently a member of a Buddhist group affiliated with the Buddhist Council of Victoria.
Your written reference from the spiritual director (or senior sangha member) of your temple must be attached to your application.
- Following receipt of your completed application form and prior to being accepted for entry to the teacher training course, all applicants will be interviewed by the Buddhist Council in order to assess the following critical skills:
 - Your knowledge and experience of the Buddha's teachings.
 - Your ability to empathise and communicate effectively with primary age children.
 - Your ability to demonstrate a high level of English language communication skills which are required to facilitate effective communication with the classes you will be teaching and other staff you will be working with on the program.
3. The committee will recommend those whom they assess to meet all of the necessary requirements to commence the teacher training program. The process for obtaining your Working with Children Check is then commenced.
4. *Following completion of the teacher training program* you will again be interviewed by a member(s) of the Buddhist Council for final assessment. Your final assessment takes into account the assessment of the trainers, your interviews with the Buddhist Council and your application form and references.
References that further demonstrate your ability will also be taken into account should you wish to submit them.
5. Following your final interview you will be informed as to whether you have successfully completed your training. The Buddhist Council will then submit your application to the Department of Education (DET) for registration as a Buddhist Religious Instruction teacher. At this point you will be asked to provide two(2) recent passport size photos to accompany the DET application.
6. The full registration process from your initial application to the BCV until you complete training and receive registration from DET can take as long as six (6) months.

Decisions of the Council are final. There is no process for appeal at this point. Due to limited resources also please note that training will only be available for those who will be available to teach on the program in the next six to twelve months. Completion of the course does not necessarily result in being recommended for the certificate.

BUDDHIST COUNCIL of VICTORIA

**BUDDHIST RELIGIOUS INSTRUCTION IN VICTORIAN SCHOOLS PROGRAM
APPLICATION FORM FOR TEACHER TRAINING -**

First Name:..... Family Name:.....
Male / Female
ADDRESS.....
Suburb.....PostCode.....
Tel. No:(AH)(Mob.)
Email Address:@.....

How many years have you been studying and/or practicing Buddhism? (Please give details)
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.....
.....

Where have you studied? Provide as much detail as possible (You can attach additional information).....
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.....

Name and address details of the Buddhist Temple or Centre with which you are currently connected:
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.....
.....

Names of particular Buddhist teachers with whom you have studied and length of time with each:
1.....
.....
2.....
.....

Name of the ordained sangha member/spiritual director/ delegated person of authority from your centre from whom your written reference has been obtained.

Name:Position.....
Phone.....

Your Teaching Background (if any): Please note that prior experience is not essential

Do you have any teaching experience in the following settings? (Please tick & give further details)
Dhamma/Dharma School, Primary, secondary tertiary...

Do you have teacher training qualifications?

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.....
Any other professional qualifications?

Other Skills etc: (eg. computers, art/craft, music, curriculum design, materials preparation etc.)
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I wish to state that the above information that I have provided is true and accurate:

Signature.....

NAME(PLEASE PRINT):.....

Date.....

THANK YOU FOR YOUR INTEREST IN BEING A VOLUNTEER BUDDHIST TEACHER!

Please forward completed application form AND ATTACH your completed Spiritual Reference to:

**Secretary
BCV Education & Accreditation Committee
P.O. Box 606
North Carlton. Vic 3054**

Next Teacher Training Dates: See website

Please check the website www.bcvic.org.au for more information on our program.

Information Privacy Statement:

Collection and use of personal information provided by you is for the sole purpose of processing this application. We will not share it with any other parties. We will take reasonable care to protect it from being disclosed or accessed by unauthorised persons. We will store it securely and dispose of it when required in a manner that the information will become de-identified data