



## Vocare Frequently Asked Questions

Contact [VocareSupport@CatholicAoC.org](mailto:VocareSupport@CatholicAoC.org) for help.

### 1. What is Vocare?

Vocare is the catechetical certification process for the Archdiocese of Cincinnati. It is a blend of in-person and digital formation offered through the Center for the New Evangelization. Vocare is both the online platform of courses as well as the program for recording certification requirements for individuals.

### 2. How do I register for Vocare?

Registration for Vocare is completed through your local catechetical leader or principal. They will submit a form so you can access the program.

### 3. Who participates in Vocare?

All parish catechetical leaders, parish catechists and youth ministers, and Catholic school principals and teachers of religion (both elementary and high school) are to engage in the Vocare process to be certified to teach the faith. Vocare is used to begin and maintain active certification status.

### 4. What are the expectations of participation in Vocare?

All parish catechetical leaders, parish catechists and youth ministers, and Catholic school principals and teachers of religion are to pursue ten credits per year via Vocare to maintain active certification. Credits are calculated according to the fiscal year (July 1-June 30). Except for a new parish catechist who eases into the Vocare program, one must have 10 credits by June 30 in order to teach religion in the upcoming school year.

### 5. Will learning experiences outside of Vocare fulfill annual requirements?

Yes, learning experiences such as workshops, seminars, conferences, etc., can earn credit in Vocare under specific conditions. Such events must be catechetical or theological in content to be eligible for credit. Participants complete an Event Submission Form for the workshop and, following approval of the submission, credit will be applied by Vocare Support. Please consult with the Center for the New Evangelization before attending outside events to understand how they will be applied to your Vocare account.

**6. Where do the courses come from?**

Catechetical courses developed by trusted partner organizations ensure our formation is reliable and of the highest caliber. Future development includes additional partnerships, collaboration with other diocesan catechetical offices, and locally produced content.

**7. Will classes taken through outside sources including the Virtual Learning Community for Faith Formation (VLCFF) be accepted as ongoing formation?**

Yes. Catholic university courses in theology, all VLCFF courses, Lay Pastoral Ministry Program courses, and the like are pre-approved for maximum credit in Vocare. These programs are all of great value to those looking for advanced coursework. Please read the Vocare document referring to college-level courses for details of what is applicable and how to submit for credit.

**8. What is “active” participation status?**

“Active” participation consists of the completion of ten annual credits completed between July 1 and June 30 of each year. Catechists also are encouraged to participate in an ongoing faith-sharing group if possible.

**9. How will I know if my certification is about to expire?**

Active status in Vocare (see #8 above) ensures current certification.

**10. Do first-year parish catechists need to be certified before they can teach religion?**

First-year parish catechists are to complete four credits in Vocare during their first year to acquire and maintain active status. Their second-year requirement is six credits and then ten credits annually thereafter. This will help provide them with the methodology and deeper understanding of the faith they are entrusted to teach.

**11. Do first-year Catholic school teachers need to be certified before they can teach religion?**

First-year teachers are defined as those who are new to the Archdiocese of Cincinnati, and they are expected to complete ten credits in Vocare during their first year. They are required to complete the *Teach, Lead, Serve* program during their first year of teaching and before June 30. If completed using the Vocare online course, this fulfills their ten credits. Thereafter, ten credits are required annually in Vocare.

**12. What is classroom observation?**

Both parish catechists and elementary school teachers of religion will have a religion class observed by their catechetical leader/principal or by a veteran catechist approved by the catechetical leader. Observations are followed by a de-briefing meeting with the observer so they can give tips to the catechist/teacher to enhance catechetical effectiveness. There are a total of three observations required by Vocare.

**13. How does Vocare classroom observation relate to other observations required for Catholic school religion teachers?**

Vocare observations are specifically for religion classes and are separate from state licensure observations. Vocare observations may be done by a parish catechetical leader, Catholic school principal, or a veteran religion teacher designated by the catechetical leader. See the 'Observation Packet' in Vocare for details.

Observation is not required for high school religion teachers provided they have prerequisite theology degrees and student teaching method training according to developmental cycle.

**14. How will Catholic school teachers use this system to report on completed CEUs to LPDC?**

According to the Catholic Schools Office, Catholic school teachers may use credit from the online courses as CEUs. See your principal for details.

**15. How will Vocare be more affordable?**

Online delivery minimizes basic costs like travel, refreshments, utilities, teacher fees, etc. At the same time, more content can be delivered with an online format, making it more economical. A minimal fee for each lesson within courses is required to cover the cost of licensing and royalties. The Archdiocese does not make money on the Vocare courses!

**Do you have any questions that are not answered here? Email your questions to [VocareSupport@catholicaoc.org](mailto:VocareSupport@catholicaoc.org) and you will be contacted with an answer!**

