

Houston Graduate School of Theology

CS 781 Spiritual Direction Practicum II

Fall 2019

Dr. Steve Stutz, Adjunct Professor of Spiritual Direction

scstutz@hotmail.com, 281-804-6154



Houston Graduate School of Theology equips women and men to be ministers and messengers of God's mission of reconciliation through academic excellence, personal transformation, and leadership development

I. Course Description

CS 781 Spiritual Direction Practicum, II

Continued from CS 780. Students will be required to receive and observe spiritual direction in sessions and then to spiritually direct one or more persons, preferably in a church setting, with on-site supervision as well as regular supervisory meetings with the instructor. This course also involves the regular writing of verbatims. (3 hours)

The practicum experience is designed to measure fulfillment of outcomes for the degree program and for potential certification as a spiritual director by Houston Graduate School of Theology.

II. Student Learning Outcomes (MACM-5)

Upon completion of this course, the student will be able to:

- A. Conduct an initial spiritual direction session with a new directee, giving special attention to listening skills, rapport building, discernment of whether to continue or terminate.
- B. Conduct follow up sessions at regular intervals that provide directees with on-going support and subject matter expertise.
- C. Make referrals to other helping professionals as needed.
- D. Determine spiritual direction issues to be taken to group supervision, as well as tactics, questions, techniques to be brought to peers for consultation.
- E. Prepare session verbatims and contemplative reflection forms for supervision sessions.
- F. Provide insight and feedback for peers during scheduled supervision sessions.
- G. Conclude spiritual direction relationships (at the end of the course) or refer directees elsewhere.

III. Texts and Course Schedule

Required Reading:

Liebert, Elizabeth. *The Way of Discernment: Spiritual Practices for Decision Making*. Louisville, KY: Westminster John Knox Press, 2008.

Pickering, Sue. *Spiritual Direction: A Practical Introduction*. Norwich: Canterbury Press, 2008.

Recommended Reading:

Edwards, Tilden. *Spiritual Director, Spiritual Companion: Guide to Tending the Soul*. Paulist Press, 2001. ISBN 0-8091-4011-X

Empereur, James L. *The Enneagram and Spiritual Direction Nine Paths to Spiritual Guidance*. New York: Continuum, 1997.

Hart, Thomas N. *The Art of Christian Listening*. Paulist Press, 1980. ISBN 0-8901-2345-2

Johnson, Robert A. *Inner Work: Using Dreams and Active Imagination for Personal Growth*. HarperOne, 1989. ISBN 978-0062504319

IV. Course Requirements

For a passing grade, students must:

- Complete all Practicum paperwork with Dr. Towne, Spiritual Direction Practicum Director
- Complete all writing assignments on prescribed books in accordance with Turabian protocols and graduate level academic rigor
- Conduct 16 spiritual direction sessions and document via verbatims
- Participate in group supervision sessions as scheduled.

A. Assignment and Conference Schedule

(Turnitin.com assignments—Class ID: 21465881; Enrollment key: 27082019)

Aug 27 Class Begins

- Ensure that you have a spiritual director. Provide the instructor with director's contact information.
- Secure two directees whom you will work with throughout the semester. Write a brief introduction (about 100 words) about the person, how you found them, your initial impression of their current spiritual state of life, etc. This assignment counts as Verbatims 1 & 2. **(due Sep 6)**
- Reading assignment: Liebert, Chapters 1-2
- Writing assignment: Write a 6-page paper, double spaced, discussing your understanding of the author's major points about discernment. What does an understanding of discernment bring to your practice as a spiritual director? How might you prepare to accompany a directee through a process of discernment? **(due Sep 27, submit via turnitin.com)**

Aug 29 Group Supervision Session 1 at HGST

- Class will meet with CS 780 students for initial supervision protocols, course requirements, and introductory lecture. Professor will email students with time and room number.
- Begin conducting spiritual direction sessions with your directees and preparing session verbatims (see attachment for example).

Sep 6

- Reading assignment: Liebert, Chapters 3-11

- Writing assignment: Pick three of Liebert's suggested practices for approaching discernment (see list of practices on page iv.) and in a six-page paper, double-spaced, capture your reactions to the author's discussion and how you might incorporate these practices into a discernment scenario of a directee or for yourself. **(due Oct 11, submit via turnitin.com)**

Sep 20 Multiple Items

- Verbatims 3 & 4 due electronically to professor.
- Reading assignment: Pickering, Chapters 1-3.
- Writing assignment: Based on your reading of Pickering, discuss the author's understanding of listening and responding to God. What is your personal view at this point? Paper should be 4 pages, double spaced. **(due Oct 25, submit via turnitin.com)**

Sep 23 Verbatim & Contemplative Reflection Form for Group Supervision 2 due to professor (submit directly via email).

Sep 26 Group Supervision 2 at HGST—meet with professor for classroom lecture and supervision

Oct 4 Verbatims 5 & 6 due electronically to professor.

Oct 18 Verbatims 7 & 8 due electronically to professor.

Oct 21 Verbatim & Contemplative Reflection Form for Group Supervision 3 due to professor (submit directly via email).

Oct 24 Group Supervision 3 at HGST—Meet with professor for classroom lecture and supervision

Nov 1 Multiple items:

- Verbatims 9 & 10 due electronically to professor.
- Reading assignment: Pickering, Chapters 4-6
- Writing assignment: 1) Write a two-page paper, double-spaced, on the author's view of spiritual direction in the local congregation. Be sure to include your own ideas of how you plan to introduce this ministry in your own context. **(Due Dec 6, submit via turnitin.com)**
- Writing assignment: 2) Write a two-page paper, double-spaced, about which tools and techniques in Chapters 4 & 5 you found most helpful for you at this point in your spiritual direction training/ministry. Why did you choose these? How are they particularly relevant at this time? How will Pickering's suggestions improve your own practice as a spiritual director during this practicum? **(Due Dec 13, submit via turnitin.com).**

Nov 15 Verbatims 11 & 12 due electronically to professor.

Nov 18 Verbatim & Contemplative Reflection Form for Group Supervision 4 due to professor (submit directly via email).

Nov 21 Group Supervision 4 at HGST—Meet with professor for classroom lecture and supervision.

Nov 29 Verbatims 13 & 14 due electronically to professor.

Dec 13 Verbatims 15 & 16 due electronically to professor. (Last day of class. **All work due by 5:00 p.m. today**).

B. Practicum and Verbatims

1. Provide face-to-face, supervised spiritual direction with at least two persons, meeting semi-monthly (i.e., 2X per month) for one-hour sessions over the course of the semester. Minimum of 16 sessions during semester.
2. Document his or her experiences via verbatims of each session. Professor will provide example and template.

C. Personal Spiritual Direction

1. Student is expected to be in a spiritual direction relationship with a certified spiritual director. The instructor can assist the student with referrals within the spiritual direction community. Information on local directors is available through Spiritual Directors International (<http://www.sdiworld.org/find-a-spiritual-director>).
2. Student will provide the instructor with the name and contact information of his/her director within two weeks of course start date and is expected to meet with this person at least once per month. Faithfulness to this requirement is subject to verification with the director, by the professor, if there are doubts about the student's participation.

D. Supervision

The Spiritual Direction practicum student will meet for supervision with the faculty supervisor at least 4 times. The student will prepare a Contemplative Reflection Form for use during the supervision session, to be turned in to the profession at least 5 days before scheduled meeting. When there are sufficient students enrolled to make it practical, group supervision sessions at HGST at a time and date of the professor's determination will be scheduled. If participating in group supervision, the student will provide a hardcopy of the instructor approved Contemplative Reflection Form and case study verbatim for each participant at the day & time when the group meets.

At the discretion of the professor, this may also be conducted via Skype, Facetime, or phone. The student will arrive on time and notify the professor at least two days in advance of any expected absences.

E. Course Grading Scale

A final grade of Pass or Fail will be granted based on completion of spiritual direction sessions, verbatims (14 each), writing assignments (see schedule), and participation in supervision (contemplative reflection forms and case study verbatims).

F. Expected Student Workload Expectations

- Face-to-face conducting of spiritual direction sessions - 16 hours
 - Miscellaneous assignments and experiences (scheduling, planning, verbatims, case notes, preparation, etc.) - 60 hours (minimum)
 - Supervision (individual and group) – 2 hours @ 8 weeks – 16 hours (minimum)
 - Assignments - 28 hours
- TOTAL = 120 hours

V. Classroom-related Academic Policies

- A. Regular attendance and regular submission of assignments on due dates in the syllabus is expected. Each student must talk to the instructor about circumstances affecting his or her ability to attend class and complete assignments. Since there are only 4 scheduled meetings, the student is expected to make arrangements to attend all of these. Recognizing that things do come up unexpectedly, **the student is allowed ONE unexcused absence**. Additional absences and/or tardiness (more than 10 minutes late for sessions) will result in a letter-grade reduction of the final grade and may result in failure of the course.
- B. Work is expected on the due date. Late papers will receive no less than a one-letter grade reduction. No papers or verbatims will be accepted after the last day of classes. Back up your work to a thumb drive or save in the cloud. “My hard drive crashed, and I lost my paper” is the 21st century equivalent of “The dog ate my homework” and is not an acceptable excuse.
- C. *Turnitin.com*
1. Some written assignments are submitted via www.turnitin.com to check for originality and style. Verbatims are sent directly to the professor via email. The assignments that are required for submission will be described in the syllabus.
 2. Students will create an account at www.turnitin.com. After doing so, the student will join the course page with the code and password supplied by the instructor. A list of assignments and due dates will be available on the course page.
 3. Students will submit assignments by the due date and time and will be required to submit the assignments in a hard copy format as well.
- D. Electronic Equipment Usage in Classrooms
- It is expected that students will use technology (cell phones, laptop computers, iPads, etc.) during classes only for the purposes of class work. Therefore, students should turn off cell phones and refrain from texting and using laptop computers during classes except for the purposes of taking notes or doing

research specifically authorized by the course instructor. Students who have emergency needs not covered by this policy must ask for an exception from the course instructor.

- E. *Please review the Academic Catalog for requirements regarding Incompletes and Plagiarism issues. For more information on HGST and area Library Services, please download the Library Handbook from the HGST website.*

VI. Notes for Writing Assignments

For MDiv or MASD/MACM students: All writing assignments should conform to Kate Turabian, *A Manual for Writers of Term Papers, Theses, and Dissertations*, 8th Edition. This includes matters of style and format. The instructor requires the use of footnotes for documentation and proper bibliography. The student must have a cover page and number subsequent pages. According to Turabian, page numbers appear in the upper right-hand corner, except on pages with major headings (titles). Margins should be one inch on all four sides, except where major headings (titles) require a two-inch top margin. Papers not meeting these basic formatting requirements will be returned to the student, unread by the instructor, for correction and resubmission. Any necessary rework does not relieve the student of adhering to submission deadlines. (In other words, submit early!)

For MAC students: APA formatting is accepted as prescribed in the *Publication Manual of the American Psychological Association*, 6th edition.

Critical, or formal, writing differs from colloquial writing or spoken English at several points. The student should note the following guidelines for critical writing. The instructor expects students to follow these guidelines strictly for academic-style assignments. Failure to do so will be penalized.

- Avoid first- or second-person references, both singular and plural (“I,” “we,” or “you”). Keep the written projects objective and professional. The student must remember that imperative forms are second person.
- Never use contractions.
- Avoid passive voice construction (i.e., The student should write “God chose Joshua” rather than “Joshua was chosen by God.”). Some exceptions are necessary but limiting the use of passive voice is a good policy.
- Be sure that number and tense always agree (i.e., Do not write in one place that “Brueggemann argues . . .” and at another place “Brueggemann argued . . .”). Subject-verb agreement is imperative.
- Spellcheck! Spellcheck! Spellcheck!
- Grammar check works as well!
- All pronouns should have clear antecedents. Avoiding “it is” and “there is” in the paper removes much of the ambiguity of pronoun usage.
- Sentence fragments are unacceptable. Every sentence must have a subject and a predicate.

VII. Grading Rubric

In order to successfully complete this class, the student will submit 16 verbatims from spiritual direction sessions conducted during this semester. Each verbatim will be no more than 3 pages and contain no less than 4-6 couplets of dialog. Additionally, the student will submit writing assignments on required books as listed above by the due date. Individual writing assignments and verbatims will be evaluated on a PASS/FAIL basis and the student must achieve a PASS grade on all required assignments in order to receive a PASS grade for the course. Students may request an extension through the registrar as needed.