



***Teach Bhríde* Volunteer Application** **Due January 26, 2012**

Thank you for considering *Teach Bhríde* for your post-graduate service.

There are two steps to applying for *Teach Bhríde*: the pre-application, and the application itself. For the pre-application, you need only to send an e-mail to houseofbrigid@gmail.com notifying the selection committee of your intention to apply. Please send this e-mail by January 1, 2012. This will assist us in allowing sufficient travel time for interviews.

The second step, the *Teach Bhríde* application, consists of the following parts:

- Application form (including personal statement and essay)
- Résumé
- Two letters of recommendation
- Official college transcript (deliver to House of Brigid, Inc. headquarters)

All application materials must be postmarked on or before January 26, 2012. If this deadline presents a problem for you, please contact the House of Brigid at houseofbrigid@gmail.com.

The two recommenders who submit letters on your behalf will each need a recommendation form, which are included in the application packet. Notice that the forms are different, specified for “Personal Recommender” and “Professor Recommender.” Be sure to fill out your portion of these recommendation forms before giving them to your recommenders with a stamped envelope addressed to:

House of Brigid, Inc – *Teach Bhríde*
c/o Ann Calcutt
71 Running Brook Circle
Fairfield, CT 06824

Please direct all application questions to Molly Mattingly, the *Teach Bhríde* House Director-in-Training, at houseofbrigid@gmail.com.

Mission Statement

House of Brigid, Inc. invites recent college graduates to live as an intentional lay community for one year, dedicating themselves to the service of the Irish Catholic Church and to spiritual and personal formation. The founding community is based in the Diocese of Ferns at Clonard Church of the Annunciation, and is known by its Irish name, *Teach Bhríde* (pronounced “chalk breed”).

The service is comprised of liturgical music ministry, youth catechesis, and diocesan education and outreach. The formation is built on foundations of communal living, prayer, and experience of the Irish way of life. Our mission stems from a spirit of gratitude to the missionaries of Ireland who brought the Catholic faith to America, an effort to strengthen in today’s Irish Catholics the faith that sustained their ancestors, and a desire to give young Americans the opportunity to immerse themselves in Irish culture and Celtic spirituality.

House of Brigid, Inc. is a non-profit organization as contemplated by Section 501 (c) (3) of the Internal Revenue Code of 1954, registered in the state of Connecticut in the United States. This organization is dedicated to giving young adults the ability to donate a year of volunteer service to the Catholic Church in Ireland, through music, prayer and catechesis.

SAMPLE

Section A: Biographical Information

1. Last Name: _____

2. First Name: _____

3. Middle Name(s): _____

4. Present Contact Information:

Address: _____

Email: _____

Phone: _____

5. Home/Permanent Contact Information (if different from above):

Address: _____

Email: _____

Phone: _____

6. Sex (circle): Male Female

7. Date of Birth: _____

8. Place of Birth: _____

9. Religious Affiliation: _____

a. Home Parish: _____

b. Home Diocese/Archdiocese: _____

10. Race/Ethnicity (optional): _____

11. Educational Background (including summer programs and/or part-time study):

a. College #1 (name, city): _____

Dates attended: _____

Major(s): _____

Degree: _____

GPA: _____

b. College #2 (name, city): _____

Dates attended: _____

Major(s): _____

Degree: _____

GPA: _____

c. Secondary School (name, city): _____

Date of Graduation: _____

12. On a separate page, please list the following:

a. Any significant scholastic honors or acknowledgments of service

b. Interests or hobbies, particularly with respect to music ministry, liturgical ministry, youth ministry, catechetical ministry, or any other Church-related service. Include applicable extracurricular activities and/or work experiences.

c. Knowledge of any foreign language(s) and skill level(s): Beginner; Intermediate (familiarity with spoken language); Advanced (high comfort level in conversation); or Native Speaker.

Section B: Describing Gifts for Parochial Leadership

Spiritual growth within a parochial context comprises a multi-faceted endeavor. One of the primary areas of focus within the ministry of *Teach Bhríde* is that of youth ministry and catechesis. On a separate page, in a response of no more than 200 words, please describe how your ministerial gifts—witness, talents, abilities, etc—might contribute to the development and maintenance of programs specifically geared toward children and/or adolescents.

Other facets of parochial life are listed below; each impacts parish life in a different way. Read through this list carefully, then select two items.

Describe how your ministerial gifts—witness, talents, abilities, etc—might contribute to the growth and development of each selected item. Include the selected item letter and topic at the beginning of response. Please limit your responses to 200 words per item and clearly delineate each response.

- A. **Being faithful to God through a spirituality centered in Christ and the Church**
- B. **Affirming and engaging the Scriptures for spiritual growth and teaching**
- C. **Developing and enriching a life of prayer and worship**
- D. **Understanding and promoting the teaching of the Church**
- E. **Witnessing through one's own faith commitment**
(e.g., implementing Catholic social teaching in one's own life)
- F. **Working with others in mutually supportive and mutually educational relationships**
- G. **Working compatibly alongside other ministries and/or interacting with parish clergy and administrators**
- H. **Prioritizing and implementing diverse tasks**
- I. **Serving as a resource person for oral/written communications regarding parochial ministry**

Section C: Personal Statement

Please compose a personal statement of no more than 250 words describing:

- your motivations behind applying for *Teach Bhríde*,
- your personal goals should you be selected,
- what experiences you hope to gain
- how you hope to utilize those experiences following your year of service
- any specific abilities not already mentioned that you feel would enhance the community.

Section D: Essay

Please compose a brief essay of no more than 500 words either on a topic of your choice or specifically on an experience you have had as a leader or minister.

Section E: Recommendations

Please provide the names, addresses, and phone numbers of the two people writing your letters of recommendation. We ask for one letter from a professor and one letter from a person who can speak directly to your capacities for leadership, ministry, spiritual enrichment, and communal living (previous employer, community service leader/supervisor, dorm rector/hall director, or campus ministry leader – no family members or peers).

Professor Recommender:

Name: _____

School/Company: _____

Address: _____

Email: _____

Phone: _____

Personal Recommender:

Name: _____

School/Company: _____

Address: _____

Email: _____

Phone: _____

Section F: Additional Information

1. Please list any programs or positions (other than *Teach Bhríde*) that you are considering for work, service, or study next year. Your response will not impact the consideration of your application for *Teach Bhríde*.

- a. _____
- b. _____
- c. _____

2. During the application process and/or during your time with *Teach Bhríde*, you are required to disclose any and all information concerning charges, possible charges, and convictions against you at the time such circumstances arise. Prior convictions and charges do not necessarily mean that you cannot be accepted to or continue in the program. All circumstances will be considered.

a. Have you ever been convicted of a crime (including all felonies and misdemeanors, but not including routine traffic or parking offenses that did not involve alcohol or other controlled substances), or do you currently have felony charges against you pending? (circle)

YES NO

If yes, please explain, including offense, county, date, penalty:

b. Have you ever been disciplined for serious misconduct, suspended, or expelled from school? (circle)

YES NO

If yes, please explain:

3. If there is any further information that you would like to have considered with your application, please include it on a separate page under the heading “Additional Information.”

Section G: Agreement and Waiver

My application and any attached materials are true and complete to the best of my knowledge. I understand that submitting false information as part of my application is grounds for a decision not to accept me into the *Teach Bhríde* community, or to remove me from the community if accepted. I authorize all employers, references, and educational institutions listed in this application and in any attached materials to provide the House of Brigid Corporation with any information that may affect a decision regarding my acceptance into the community. I release and discharge all parties, including the House of Brigid Corporation, from any and all claims that I may have arising out of the release and legitimate use of such information. I authorize the House of Brigid Corporation and its agents to conduct a criminal background check, the results of which will be used to help determine my suitability for the community.

I hereby permit the contents of this application to be copied for interview purposes.

If I am selected to participate in the *Teach Bhríde* community, I agree to allow the House of Brigid Corporation to disclose any information obtained by the Corporation during my interview for *Teach Bhríde*, including information provided by me in my application materials and during my interview(s), to the participating dioceses and/or parishes to assist in determining my suitability for participation in the community. I consent to this release in accordance with the Family Educational Rights and Privacy Act (FERPA), and agree that this consent is effective as long as I am a member of *Teach Bhríde*.

Printed Name of Applicant: _____

Signature of Applicant: _____

Date: _____

SAMPLE

Personal Reference

Recommendation Guidelines

To the Applicant:

Please complete the following information and submit this document along with a stamped envelope to the person from whom you are seeking a recommendation. This recommendation should be submitted to “House of Brigid, Inc. – *Teach Bhríde*, c/o Ann Calcutt, 71 Running Brook Circle, Fairfield, CT 06824” no later than January 26, 2012.

Name of Applicant

Name of Recommender

Relationship to Applicant

Your signature below waives your right to review this recommendation. The signing of this waiver is optional and the decision to sign or not sign this waiver will not be considered by the Selection Committee or in any other way prejudice the outcome of your application.

Signature of Applicant

Date

To the Recommender:

The person named above is applying to *Teach Bhríde*, which is described briefly on the next page.

You have been asked to provide a recommendation for this applicant. Please prepare a letter that assesses the applicant’s capacities for leadership, ministry, spiritual enrichment, and communal living. The selection committee hopes that your evaluation of this applicant will help to illustrate this applicant’s character, especially relative to his/her integrity, professional promise, spiritual richness, and ability to genuinely share oneself with others. How mature and responsible is this person? How open is he/she to a wide array of formation experiences?

Please submit this form and the accompanying letter in a sealed envelope, signed and dated on the back of the envelope. Thank you!

Personal Reference

Community Mission Statement

House of Brigid, Inc. invites recent college graduates to live as an intentional lay community for one year, dedicating themselves to the service of the Irish Catholic Church and to spiritual and personal formation. The founding community is based in the Diocese of Ferns at Clonard Church of the Annunciation, and is known by its Irish name, Teach Bhríde (pronounced “chalk breed”).

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Teach Bhríde seeks to:

- A. *Immerse* the community in the experience of parish life and ministerial service
- B. *Educate* the members of the *Teach Bhríde* as well as those whom they serve in a spirit of inclusivity that honors differing cultures and manifestations of spirituality
- C. *Engage* the members of the Catholic Church in Ireland, particularly the young people; meeting them on their terms, encouraging them to a deeper spiritual life through song, prayer, and sacrament
- D. *Enrich* the spiritual lives of the participants through communal life, prayer, and formation
- E. *Evangelize* and renew the Catholic Church in Ireland through joy and enthusiasm for participation in the liturgical and sacramental life of the Church

For more information about *Teach Bhríde*, please contact the House Director of *Teach Bhríde* at houseofbrigid@gmail.com.

Professor Reference

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Name of Applicant

Name of Recommender

Relationship to Applicant

Class Name

Subject/Discipline

Semester, Year

Your signature below waives your right to review this recommendation. The signing of this waiver is optional and the decision to sign or not sign this waiver will not be considered by the Selection Committee or in any other way prejudice the outcome of your application.

Signature of Applicant

Date

To the Recommender:

The person named above is applying to *Teach Bhríde*, which is described briefly on the next page.

You have been asked to provide a recommendation for this applicant. Please prepare a letter that assesses the applicant’s promise for professional success, discussing both strengths and weaknesses in such qualities as motivation, intellect, creativity, discipline, and maturity. Specific instances in which the applicant exhibited these qualities would be most helpful, as well as any reflections you have regarding the applicant’s potential for leadership in ministry.

Please submit this form and the accompanying letter in a sealed envelope, signed and dated on the back of the envelope. Thank you!

Professor Reference

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