

## THE RESILIENCE TOOLKIT CERTIFIED FACILITATOR - LEVEL III CERTIFICATION

### Description

Certified Facilitators of The Resilience Toolkit who hold a Level III Certificate have demonstrated deep experience and masterful skills working with individuals and groups. Level III Facilitators continually sharpen their competencies with ongoing education and mentorship.

Successful completion of application requirements will grant you:

- Level III Certification status and listing on The Resilience Toolkit website under the *Level III Certification* category in the Facilitator listing guide. Annual completion of approved continuing education requirements will maintain Level III Certification status.
- Two free sessions of Post-Certification Group Mentorship per year of Level III Certification.
- Eligibility to license The Resilience Toolkit workbook with unlimited workbook usages per year of Level III Certification.

### Application Requirements

- Level II Certificate in good standing
- Individual sessions
  - Minimum of 60 individual sessions
  - Minimum of 20 of the total sessions must be with unique individuals
- Group sessions
  - Minimum of 15 small group (3-6 people) sessions
  - Minimum of 10 med-large group (7 or more people) sessions
  - Minimum of 125 total combined group participants
- Case study
  - Two case studies over 4-session period **OR** one case study over 8-session period
  - Case studies may be completed with an individual and/or group
    - Possible combinations
      - One individual 4-session case study and one group 4-session case study
      - Two individual 4-session case studies
      - Two group 4-session case studies
      - One individual 8-session case study
      - One group 8-session case study
  - Email [admin@theresiliencetoolkit.co](mailto:admin@theresiliencetoolkit.co) for *Individual Case Study Instructions* and *Group Case Study Instructions*
- Zoom or phone interview with a Certification Trainer
  - 20-30 minute duration to discuss answers to written application questions

## Application Checklist

There are four due dates to submit your application or renewal each year: December 31, March 31, June 30, or September 30. If you submit your application or renewal after the due date, it will be processed at the following due date.

- Complete the Level III Certificate Application Form
- Attach your Toolkit Session Tracker and case study/studies
- Make a check payable to “The Resilience Toolkit Training Alliance” for \$425 OR send \$425 via PayPal to [admin@theresiliencetoolkit.co](mailto:admin@theresiliencetoolkit.co)
- Submit completed packet by email to [admin@theresiliencetoolkit.co](mailto:admin@theresiliencetoolkit.co)

## Renewal Requirements

- Minimum of eight mentorship hours or approved continuing education per the 12-month period prior to renewal date
- Minimum of two hours of mentorship as part of the 8-hour requirement
- Annual certificate maintenance fee \$50

## Accepted forms of continuing education

- Mentorship provided by The Resilience Toolkit Facilitator Certification Trainers in individual or group format
- Attendance at lecture, workshop, or seminar with content in alignment with The Resilience Toolkit framework, core principles, and practices, including the trauma-informed approach. Must be pre-approved by The Resilience Toolkit Training Alliance on the *Outside Course CE Pre-Approval Form* (see attached).
  - Examples: Motivational Interviewing Course
- Attendance or presentation at The Resilience Toolkit Training Alliance Conference
- Publication of a Toolkit-based case study or research project in a peer-reviewed journal

## Renewal Checklist

There are four due dates to submit your application or renewal each year: December 31, March 31, June 30, or September 30. If you submit your application or renewal after the due date, it will be processed at the following due date.

- Complete the *Level III Certificate Renewal Form*
- Attach a signed *Outside Course CE Pre-Approval Form* if you are submitting any outside continuing education hours
- Make a check payable to “The Resilience Toolkit Training Alliance” for \$50 OR send \$50 via PayPal to [admin@theresiliencetoolkit.co](mailto:admin@theresiliencetoolkit.co)
- Submit completed packet by email to [admin@theresiliencetoolkit.co](mailto:admin@theresiliencetoolkit.co)

**LEVEL III CERTIFICATE APPLICATION FORM**

Name \_\_\_\_\_

Date \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Mailing address (Street, City, State/Province, Postal code, Country)

Check one:  December 31       March 31       June 30       September 30

Check one:  \$425 paid via PayPal       \$425 check enclosed

Give 1-2 specific examples that demonstrate your growth as a facilitator related to implementing The Toolkit framework and core principles. (max. 400 words)

Give 1-2 specific examples that demonstrate your growth as a facilitator related to implementing the trauma-informed approach. (max. 400 words)

Give 1-2 specific examples that demonstrate a challenge you encountered in implementing The Toolkit framework and core principles. How did you address the challenge? (max. 400 words)

Give 1-2 specific examples that demonstrate a challenge you encountered in implementing the trauma-informed approach. How did you address the challenge? (max. 400 words)



**OUTSIDE COURSE CE PRE-APPROVAL FORM**

Complete and submit to [admin@theresilience toolkit.co](mailto:admin@theresilience toolkit.co) at least 10 business days in advance of the course. You will be notified by email of the approval decision within 5 business days.

Name \_\_\_\_\_

Date \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Name of course \_\_\_\_\_

Course provider and instructor \_\_\_\_\_

Course website \_\_\_\_\_

Course date(s) \_\_\_\_\_

Course length (hours) \_\_\_\_\_

Course description:

Course learning objectives:

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**For office use:**

Date received: \_\_\_\_\_ Name: \_\_\_\_\_

Date approved: \_\_\_\_\_ Name: \_\_\_\_\_