



## Diocese of Austin

### Office of Ethics and Integrity in Ministry

6225 E Hwy 290 · Austin, TX 78723  
(512) 949-2447 · Fax (512) 949-2529

### EIM Workshop Facilitator Application

Thank you for your interest in being trained to facilitate the in-person EIM Workshop for the Diocese of Austin. In January 2023 the diocese will begin using VIRTUS' Protecting God's Children® for Adults as our in-person training program for clergy, employees and adults who volunteer in programs requiring EIM compliance. Facilitator candidates are not required to have prior experience in the field of abuse or social service, but must be comfortable and effective speaking in public, particularly about a difficult subject like the sexual abuse of children and have a willingness to share your gifts of time and talent in this ministry. **Once trained, facilitators are asked to facilitate at least 4 in-person EIM Workshops per year.**

Training for each program is one day-long and equips facilitators to present the EIM Workshop at their own, and/or other, parish and Catholic school locations. Those attending the training receive a facilitator manual and workshop DVD or USB, and information about the topic of sexual abuse, as well as the logistics and program details.

Most facilitators are volunteers; there is no compensation for time or travel. However, if you are employed at a parish or Catholic school you should discuss with your pastor (or principal) how this role fits in your job description in order to follow all applicable employment regulations. The recommendation letter from the pastor/principal should include acknowledgement that you have discussed this issue.

**NOTE:** Facilitator training is conducted in English, but workshop materials are also available in Spanish, Vietnamese and Korean. Please circle in which languages you will conduct workshops.

ENGLISH

SPANISH

VIETNAMESE

KOREAN

ASL

### APPLICANT INFORMATION – page 1

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

Email Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Home Address/City/Zip: \_\_\_\_\_

Home Parish/City: \_\_\_\_\_

*Are you an employee at a parish or Catholic school in the diocese?*      Yes      No

If yes, name of parish or school (and city): \_\_\_\_\_

*Do you have an EIM account?*      Yes      No

If no, go to [www.austindiocese.org/eim](http://www.austindiocese.org/eim) to learn how to complete the EIM process.

*Have you previously been trained as an EIM Workshop facilitator?*      Yes      No

### APPLICANT INFORMATION – page 2

Explain why you are interested in being a facilitator for the EIM Workshop: \_\_\_\_\_

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Along with this completed application, please submit a brief resume or CV. If you do not have a current resume, please provide a brief bio that includes any volunteer experience you have.

**Send completed application and resume to [eim@austindiocese.org](mailto:eim@austindiocese.org) or Fax to (512) 949-2529.**

Once your application and resume are received, we will contact your pastor or principal directly to submit a recommendation form, which completes your facilitator application packet. Please notify him or her that you have applied to be an EIM Workshop facilitator and to be expecting an email from us.

Once all documents are received and reviewed, we will notify you and provide details for the next scheduled facilitator training session. Please understand that not all facilitator applicants will necessarily be selected to be trained; there may be circumstances that lead us to suggest that you apply at another time. Additionally, the trainer leading the facilitator training session may recommend that an individual not be certified as a facilitator at this time. Likewise, upon completing the training a candidate may determine that they are not able to serve as a volunteer in this capacity; we just ask that you notify the EIM Office so that we make sure our facilitator records are always current.

**Questions?** Contact the EIM Office at (512) 949-2447 or [eim@austindiocese.org](mailto:eim@austindiocese.org)

Thank you for your interest in serving in this important role for our diocese!