**Oxford Mindfulness Teacher Training Application Form**

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**Teacher Training Agreement**

**Guidance for completing form**

Before you start completing the form, please save this document onto your local computer. You will be asked to upload the completed form with your online application. The link to the online application can be found [here](https://www.oxfordmindfulness.org/training/find-a-course/). Please do not email the form back to us.

**Personal Information**

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| --- | --- | --- | --- |
| First name | Click or tap here to enter text. | Family name | Click or tap here to enter text. |
| Email | Click or tap here to enter text. | Telephone number | Click or tap here to enter text. |

Please confirm that you have read, understood and agree to the following:

1. This is an intensive and demanding training that requires resilience, time and commitment, and I am able to undertake it at this time.

**Please check to confirm:** [ ]

2. As part of our duty of care for you, we require you to have your camera turned on throughout all training sessions. While this training is not a form of therapy, we need to know that you are present and well during the training sessions and we cannot accept you onto the course if you are unable to have your camera on.

**Please check to confirm:** [ ]

*Please answer all of the following questions. We recognise that this is a lengthy application and we appreciate your thoughtful responses. Please support us in reviewing the application by limiting the word count as requested.*

*For some applicants, it may seem a few of the questions in the latter part of this application involve some repetition of information. If you find that questions ask for information you have already provided, please restate it very briefly or simply write, “see above.”*

**Health Information:**

In order to minimise any potential harm to self or others from undertaking this training, we need to ask some questions. The following questions will help us to explore whether this training is likely to be safe and beneficial for you at this time. Please answer these questions honestly. Answering ‘yes’ to any of these questions does not mean that your application will not be considered. It does mean that we may contact you to explore this further, including whether you have access to any additional support during this training.

Please let us know if you:

* Have any physical health condition that might affect your participation in this training
* Have ever experienced depression
* Have ever experienced psychosis
* Have ever experienced a manic or hypomanic episode
* Have ever deliberately harmed yourself
* Have ever attempted to take your own life
* Have experienced events in the past that are still causing you distress

If you have experienced any of the above, please use the text box below to tell us:

* which of these you have experienced
* how many times you have experienced it / them
* when your most recent experience was, how long it lasted, and when it ended
* if it is affecting you now

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| Please use this space to let us know if any of the above apply. You can be brief here and if necessary, or if you would prefer, the trainer will contact you for further information |

Please let us know if you are currently:

* Receiving any psychiatric or psychological treatments including talking therapies
	+ If yes, does your psychiatrist, psychologist, or therapist support your application for this training?
* Taking any medication for physical or psychological conditions
* Dependent on alcohol or drugs to manage everyday life

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| Please use this space to let us know if any of the above apply. You can be brief here and if necessary, or if you would prefer, the trainer will contact you for further information. |

Please let us know if you:

* Have any additional learning needs of which we should be aware
* Are currently experiencing any life changes [loss of home or job, moving house, relationship breakdown, too many work commitments etc.]
* Have anything else about your physical or mental health and wellbeing that you would like us to know at this time?

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| Please use this space to let us know if any of the above apply. You can be brief here and if necessary, or if you would prefer, the trainer will contact you for further information. |

**Mindfulness Background**

Have you completed a Mindfulness for Life course as a participant in the last 18 months? [ ] Yes [ ] No

Having completed a Mindfulness for Life course in the last 18 months is an entry requirement to join the OMC teacher training programme. If you have not completed a Mindfulness for Life (sometimes known as MBCT-L) 8-week course in the last 18 months please do not apply and communicate with the admin team before you apply.

Please give details of your Mindfulness for Life Course:

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| Name(s) of the teacher(s) | Click or tap here to enter text. |
| Organisation/ Location (Please specify whether it was in person or online) | Click or tap here to enter text. |
| Dates | From (dd/mm/yyyy) | Click or tap to enter a date. | To (dd/mm/yyyy) | Click or tap to enter a date. |
| Please briefly describe your experience of this course below. What did you learn? (Max. 200 words) |
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Please tell us about your personal mindfulness practice below.

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| For how long have you been practicing? (in months or years) |  |
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| How often and for how long do you typically practice? (For example, 3 times a week for 20 minutes) |
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| Below, please briefly describe any delights, difficulties, or discoveries you have been working with recently in your practice. (Max 200 words) |
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Have you attended any meditation retreats? [ ] Yes [ ] No

If yes, please give details below.

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| --- | --- |
| Type of retreat(s) |  |
| Name(s) of retreat lead(s) |  |
| Duration |  |
| Location  |  |
| Dates |  |
| Please briefly describe any insights or understandings you have gained from your retreat experience. (Max. 200 words) |
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Please describe briefly your understanding of what mindfulness is and the ways in which it could help with mental health and psychological wellbeing. (Max. 200 words)

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Please describe a book or article you have read about mindfulness and what you found most interesting about it. (Max. 200 words)

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**Goals**

Why do you want to train to become a mindfulness teacher? (Max. 200 words)

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Why do you want to teach MBCT rather than any other mindfulness-based programme (Max. 200 words)

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To what population and in what context or setting do you intend to teach MBCT? (Max. 200 words)

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How will you arrange access to potential participants in the MBCT courses you intend to teach? (Max. 200 words)

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**Professional Background**

Please describe your professional training, qualifications, background and experience in working with the population and context in which you plan to teach MBCT. (Max. 200 words)

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If you have any professional training or experience that in cognitive-behavioural therapy (CBT), please provide details. (Max. 200 words)

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Please describe any professional training or experience that you have that involves empathic listening to others. (Max. 200 words)

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Please describe any professional training or experience that you have in working with people with mental health issues. (Max. 200 words)

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Please describe any professional training or experience that you have in teaching a group or facilitating groups. (Max. 200 words)

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Do you have any other skills, experience, training or personal qualities that you think will help you in the work of teaching MBCT? Please describe, if they have not already been covered. (Max. 200 words)

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If deemed necessary by the OMF assessor, please confirm that you are willing to undertake further training in CBT or mental health awareness as part of your mindfulness teacher training with the OMF.

[ ] Yes [ ] No

**Please proceed to read and sign the below**

**OMF Teacher Training Agreement**

**before submitting your application:**

**OMF Teacher Training Agreement**

Our Mission is to improve lives through mindfulness and the practice of being mindful. Our Vision is a world in which there is universal access to mindfulness and a greater understanding and acceptability of the impact of mindful behaviours. Such behaviours and practice would be integrated into everyday life with teachers and champions in all areas of society, using mindfulness and mindful approaches to support wellbeing both explicitly (via courses and training) and implicitly (in their everyday work and way of living).

**We are now offering all our teaching, training and personal development activities under the Oxford Mindfulness Foundation (OMF) name rather than as the Oxford Mindfulness Centre (OMC).**

**Introduction**

The Oxford Mindfulness Foundation commit to offering a world class training, which will include the training and experience the trainee needs to begin teaching MBCT courses safely under supervision. This includes deepening their personal practice and integrating it with the development of teaching skills. It also includes training in theory, research, and professional competencies.

We expect an OMF trainee to commit to full participation in all that this training offers and reach a required level of competence whilst adhering to the highest ethical standards in their practice, teaching, and interactions with us.

This document sets out the parameters of the trainee’s relationship with the OMF which starts when the trainee accepts an offer on an OMF teacher training programme by signing and returning the attached acceptance form.

On acceptance of the offer, the trainee is agreeing to the terms in this and the following additional documents which collectively make up the training contract with the OMF. The trainee must read the below documents thoroughly before accepting any offer.

* 1. General Terms and Conditions
	2. Guiding Ethical Principles
	3. Fitness to Practise Policy
	4. Complaints Policy and Procedure
	5. Disciplinary Policy and Procedure

**Teacher Training Information**

1. Information about the training programme is available on the OMF website and further details are provided at information sessions. It is expected that potential trainees use these information routes to familiarise themselves with the learning goals and training activities, requirements for training completion, and what to expect when the programme is completed.
2. Trainees are asked to pay particular attention to the requirements for training completion. During the programme, trainers (with supplementary feedback from mentors) will monitor trainees’ progress toward stated goals and will provide feedback to them and to other OMF staff involved in the programme as necessary. Mentoring sessions provide trainees with additional opportunities to cultivate the necessary skills.
3. If a trainee is unable to demonstrate the required skills, particularly by the end of the first 8 training days, it may be necessary to discontinue their participation on the programme. If this happens, the OMF will engage fully with the trainee in question, discuss all the available options, and provide guidance on how best to move forward.

**Guiding Ethical Principles**

1. All trainees at the OMF commit to abide by the OMF Guiding Ethical Principles. Trainees are expected to be familiar with this ethical code from the outset of their training.

**Policies and Procedures**

1. The OMF aspires to create a safe and positive culture for deep learning to happen. When challenges and difficulties arise, our strong preference is to learn and grow from these, to resolve differences amicably, and to retain a positive relationship with trainees regardless of the outcome.
2. Our Complaints Policy and Procedure was developed in the recognition that sometimes things arise that affect the experiences (of both trainees and trainers). The OMF aims to review and resolve any concerns as soon as possible, working with those involved following the relevant processes and procedures.
3. The use of the term ‘Fitness to Practise’ refers to having the skills, knowledge, health, and character to teach mindfulness safely, competently and with integrity. This Policy was developed to meet the OMF’s responsibilities to:
* Ensure that trainees are fit to practise and teach mindfulness in accordance with the training offered within each specific training route.
* Upon full completion of the teacher training programme of study, ensure that only trainees who are considered fit to practise are eligible to apply for any form of teacher certification.
* To safeguard public confidence in the mindfulness teaching profession.
1. The Disciplinary Policy and Procedure is intended to provide a clear and impartial process for dealing with any issues relating to misconduct.
2. Any complaints, disciplinary, or fitness to practise issues, will be overseen by the CEO and the OMF Board and dealt with under these policies and procedures.

**Medical Conditions**

1. It is important that trainees disclose to the OMF before the programme begins any disability, special need, condition, or treatment, that might in any way be affected by, or affect the trainee’s experience of, or engagement with, the training programme in question.
2. Similarly, any new condition that arises during the course that might affect the trainee’s experience of, or ability to engage with, the programme must be reported to their trainer and the OMF via admin@oxfordmindfulness.org.
3. “Condition” includes both physical and psychological conditions. “Treatment” includes any form of medical attention, however minor. The OMF will make every attempt to make reasonable adjustments.

By signing below, I hereby acknowledge that I have completely read, and fully understand the Oxford Mindfulness Foundation’s Teacher Training Agreement (and accompanying policies and procedures) and agree to be bound by these terms and conditions.

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| Signed |  |
| Full name (please print) |  |
| Date of signature |  |
| Email address |  |
| Date of start of programme |  |
| Title of training programme |  |

**For OMF office use only**

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| OLI ID |  |