

Honpa Hongwanji Mission of Hawaii

Minister's Lay Assistant Retreat

Hawaii Betsuin, Honolulu, HI

October 7-8, 2023

Who can apply?

Anyone who has been selected and designated by their resident minister or Rimban as a Minister's Lay Assistant at their temple and is actively working with their minister mentor at their temple. Also, anyone who is a Certified Minister's Lay Assistant and is actively working with their minister mentor at their temple. In both cases their application form must be signed by the resident minister or Rimban of their temple.

NOTE: A travel subsidy is available for those coming from the Neighbor Islands. The amount will be determined by the number of registered Neighbor Island participants.

Purpose of the Retreat

To review and enrich the knowledge of the participants in the rituals and traditions of the Jodo Shinshu Hongwanji-ha, General Buddhism and Shin Buddhism. The knowledge and skills that are associated with functioning as a Minister's Lay Assistant will be covered during the retreat, **with the goal of preparing MLAs to offer worship services in the absence of their Resident Minister.** The retreat is an opportunity to learn and/or refresh one's skills and knowledge that is associated with the role of a Minister's Lay Assistant, but completion does not result in certification. The conditions of certification are presented in the document Shin Buddhist Ministry in Hawaii. This retreat can be taken many times so long as it remains meaningful and helpful to the participant.

Retreat Schedule

Saturday, October 7, 2023

Time	Activity	Description
8:30am	Registration	
9:00am	Call to Order & Introductions	Retreat Explanation, Mixers
9:30am	Opening Service A and Review	CMLA team 1 (Rev Hashimoto)
10:00am	Policy Workshop	Role of the MLA – Shin Policy – Bishop Umitani
11:00am	Ritual Workshop (A)	Preparation for Service (service order) - Rev. Hashimoto
10-minute	BREAK	
12:00pm	Ritual Workshop (B1)	MLA: Rituals and Traditions (setting up altar)– Rev. Hashimoto
12:00pm	Ritual Workshop (B2)	CMLA: Rituals and Traditions (chanting, dharma talk)– Rev. Soga
1:00pm	Lunch	
1:30pm	Ritual Workshop (C1)	MLA: Rituals & Traditions (chanting, dharma talk) Rev. Hashimoto
1:30pm	Ritual Workshop (C2)	CMLA: Rituals and Traditions setting up altar)– Rev. Soga
2:30pm	Educator Workshop A	Dharma Educator Syllabus I – Rev. Kuniyuki
3:30pm	Service Preparation & coaching	Time for teams to prepare for their services
10-minute	BREAK	
4:30pm	Services B & C and Review	MLA team 1, CMLA team 2
5:00pm	Dinner	
5:30pm	Educator Workshop B	Dharma Educator Syllabus II– Rev. Kuniyuki
6:30pm	Service Preparation & coaching	Opportunity to Practice and Review Skills
7:00pm	Services D & E and Review	MLA team 2, CMLA team 3
7:30pm	Service Review	Reflection by Participants while being guided by the designated minister mentor
8:00pm	End of Saturday Session	

Sunday, October 8, 2023

Time	Activity	Description
10:00am	Sunday Service	At Hawaii Betsuin Temple
11:00am	Chanting Workshop	Rev. Soga
12:00N	Lunch	
12:30pm	Opportunity Workshop	Opportunities as a MLA – Dexter Mar (Discussion)
1:30pm	Closing Service F	MLA team, CMLA team
2:00pm	Service Review	Rev. Hashimoto
2:30pm	Retreat Summary & Reflection	Bishop Umitani
3:00pm	End of Retreat	

Honpa Hongwanji Mission of Hawaii

Minister's Lay Assistant Retreat

Hawaii Betsuin, Honolulu, HI

October 7-8, 2023

Participant Information				
Last Name		First Name		
Nickname		Mailing Address		
Cell phone		E-mail		
Temple Affiliation		Years of Service as a MLA		
Referring Minister:	Signature:		Print Name:	

Emergency Contact Information

In case of emergency, who should we contact?

Name		Relationship	
Phone number		Secondary No.	

If this person cannot be contacted, who should we call?

Name		Relationship	
Phone Number		Secondary No.	

Medical Information

Physician's name		Phone number	
Type of medical insurance		Policy number	
Describe any medical information to be aware of (i.e. allergies, medications):			
Special dietary needs (i.e. vegetarian):			

Agreement and Signature

I hereby give my approval to participate in any and all activities at the Honpa Hongwanji Mission of Hawaii Minister's Lay Assistant Retreat. I assume all risks and hazards incidental to such participation; and I do hereby waive, release, absolve, indemnify and agree to hold harmless the Honpa Hongwanji Mission of Hawaii, the affiliated temples, the ministers, members, advisors, organizers, sponsors, chaperones, participants, and persons, for any claim arising out of any injury to me whether the result of negligence or for any other cause. I understand that a current medical insurance program must cover me. In case of emergency, and neither of the above nor the family physician can be reached, I hereby authorize that I may be taken to the nearest medical facility for emergency treatment, including arrangements for emergency medical transportation services of which I will be responsible for any payment charged for such services. I acknowledge that the above information is correct.

Participant's Signature		Date	
-------------------------	--	------	--

Please make checks payable to "Honpa Hongwanji Mission of Hawaii" and mail to:

Minister's Lay Assistant Enrichment Retreat

Buddhist Study Center

1436 University Ave.

Honolulu, HI 96822

\$50 Registration Fee

Honpa Hongwanji Mission of Hawaii

Minister's Lay Assistant Retreat

Hawaii Betsuin, Honolulu, HI

October 7-8, 2023

Program Syllabus

- I.** Policy Workshop – MTC (Bishop Umitani)
Role of the MLA in Hawaii per Shin Minister policy. Importance to development of fellow travelers and spiritual partners and leaders in HHMH.
- II.** Ritual Workshop A (joint session)– Rev. Hashimoto
Preparation and planning for worship services. Elements of the service and developing a Service Order.
- III.** Ritual Workshop B1 (MLA) – Rev. Hashimoto
Meaning and purpose of basic elements of the altar for a regular service. Proper Naijin etiquette. Setting up the altar for a regular service
- IV.** Ritual Workshop B2 (CMLA) – Rev. Soga
Chanting Shoshinge. Guidelines for Dharma talks.
- V.** Ritual Workshop C1 (MLA) – Rev. Hashimoto
Chanting Juseige. Guidelines tours, Q&A, and discussions
- VI.** Ritual Workshop C2 (CMLA) – Rev. Soga
Meaning and purpose of advanced elements of the altar for a major service. Proper Naijin etiquette. Setting up the altar for a major service
- VII.** Educator Workshop A (Joint) – Rev. Kuniyuki
Discussion and Q&A on Dharma Educators Syllabus – part 1
- VIII.** Educator Workshop B (Joint) – Rev. Kuniyuki
Discussion and Q&A on Dharma Educators Syllabus – part 2
- IX.** Chanting Workshop A (Joint) – Rev. Soga
Practicum of sutra chanting together (Shoshinge)
- X.** Opportunity Workshop – Dexter Mar
Discussion and Q&A on possible opportunities at each MLA/CMLA temples.