

Honpa Hongwanji Mission of Hawaii

Minister's Lay Assistant Retreat

Hawaii Betsuin, Honolulu, HI

October 12-13, 2024

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 12, 2024

Time	Activity	Description
9:30 AM	Registration - Hawaii Betsuin (Hondo)	
10:00 AM	Call to Order & Introductions (Hondo)	All: Retreat Explanation (Services, MLA opportunities), Icebreaker
10:30 AM	Opening Service (Hondo)	Bishop and Ministers (Vandana & Ti-Sarana, Sanbutsuge, Welcome Message, Nembutsu)
11:00 AM	Policy Workshop (Annex)	All: Role of MLA - Shin Buddhist Ministry in Hawaii Policy (Bishop Umitani)
11:30 AM	Ritual Workshop (A) (Annex)	ALL: Preparation for services: service order- regular/major (Rev. Hashimoto)
12:20 PM	Lunch Break (Annex)	
1:00 PM	MLA opportunities workshop (Lounge)	All: Rev Dr Jeff Wilson - MA personal journey and reflections, MLA role in American Shin Buddhism
2:20 PM	Break (Lounge)	
2:30 PM	Service teams: A, B, C (Hondo)	Team assignments (D. Mar)
2:45 PM	Ritual Workshop (B1) (Hondo)	MLA: Rituals & Traditions - altar set up (Rev. Hashimoto)
2:45 PM	Ritual Workshop (B2) (Lounge)	CMLA: Rituals & Traditions - chanting, MC, dharma talk (Rev. Baba)
3:30 PM	Service Prep & coaching (Hondo)	Service team A (Rev. Hashimoto)
3:45 PM	Service A and Review (Hondo)	Service team A (Rev. Hashimoto)
4:15 PM	Ritual Workshop (C1) (Annex)	MLA: Rituals & Traditions - chanting, MC, dharma talk (Rev. Baba)
4:15 PM	Ritual Workshop (C2) (Hondo)	CMLA: Rituals & Traditions - altar set up (Rev. Hashimoto)
5:00 PM	MLA sharing workshop (Lounge)	All: Sharing of various programs (D. Mar)
6:00 PM	Clean Up & Pau Hana	

SUNDAY - October 13, 2024

9:00 AM	Overview of Hawaii Betsuin service	D. Mar
9:30 AM	Regular service - Minister Appreciation Day	HB ministers, D. Mar MC
10:30 AM	Refreshments	Hawaii Betsuin Social Hall
11:00 AM	HB service review (Lounge)	All
11:15 AM	MLA opportunities workshop (Lounge)	Rev Dr Jeff Wilson - Living Nembutsu, MLA role in Social Engagement
12:15 PM	Service Prep & coaching (Annex)	Service team B (Revs. Hashimoto/Soga)
12:30 PM	Service B and Review (Hondo)	Service team B (Revs. Hashimoto/Soga)
1:00 PM	Lunch Break (Lounge)	
1:30 PM	MLA Workshop (Lounge)	Presentation "Nurturing the Teachings through Sangha" (Rev. Higa)
2:15 PM	Ritual Workshop (D) (Hondo)	All: Chanting - Shoshinge, Wasan, & Nembutsu (Rev. Soga)
3:00 PM	Service Prep & coaching (Hondo)	Service team C (Revs. Hashimoto/Soga)
3:15 PM	Service C and Review (Hondo)	Service team C (Revs. Hashimoto/Soga)
4:00 PM	Retreat Summary and Evaluation (Hondo)	Bishop Umitani
4:30 PM	End of Retreat	

Honpa Hongwanji Mission of Hawaii

Minister's Lay Assistant Retreat

Hawaii Betsuin, Honolulu, HI

October 12-13, 2024

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:

Honpa Hongwanji Mission of Hawaii Headquarters

1727 Pali Highway, Honolulu, HI 96813

Attention: *Minister's Lay Assistant Retreat*

\$50 Registration Fee

***Please submit the form by September 27, 2024**

Honpa Hongwanji Mission of Hawaii

Minister's Lay Assistant Retreat

Hawaii Betsuin, Honolulu, HI

October 12-13, 2024

Program Syllabus

- I.** Policy Workshop – Bishop Toshiyuki Umitani
The role of the MLAs in Hawaii per the “Shin Buddhist Ministry in Hawaii” policy. Their importance to the development of fellow travelers, spiritual partners, and leaders in HHMH.
- II.** Ritual Workshop A (joint session)– Rev. Kojun Hashimoto
Preparation and planning for worship services. Elements of the service and developing a Service Order.
- III.** Ritual Workshop B1 (MLA) – Rev. Kojun 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. Daido Baba
Chanting of Sanbujo and Junirai. Guidelines for MC, and Dharma Talks.
- V.** Ritual Workshop C1 (MLA) – Rev. Daido Baba
Chanting of Sanbutsuge and Juseige. Guidelines for MC, tours, Q&A, and discussions
- VI.** Ritual Workshop C2 (CMLA) – Rev. Kojun Hashimoto
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.** MLA Opportunities Workshop A (Joint) – Dr. Rev. Jeff Wilson
BCA Minister Assistant personal journey, reflections, and MLA role in American Shin Buddhism
- VIII.** MLA Opportunities Workshop B (Joint) – Dr. Rev. Jeff Wilson
“Living Nembutsu: Shin Buddhist Social Engagement”
- IX.** MLA Workshop – Rev. Blayne Higa
"Nurturing the Teachings through Sangha"
- X.** Ritual Workshop D – Chanting (Joint) – Rev. Jeffrey Soga
Practicum and joy of sutra chanting together (Shoshinge, Wasan, and Nembutsu)
- XI.** MLA Sharing Workshop – Dexter Mar
Discussion and Q&A on possible opportunities at each MLA/CMLA temples.