
smartEducation

Facilitator Training Pathway in Canada

Revised by Heidi Bornstein June 1, 2020



Mindfulness Everyday
20 Guildwood Parkway, PH3
Scarborough, ON M1E 5B6
(416) 267 4707

SMART Ontario Coordinator: Heidi Bornstein
heidi@mindfulnesseveryday.org cell (416) 721-4096

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Preamble

This document sets out a pathway that describes how to train SMART facilitators. It is based on expert opinion and consensus, as well as references the training that was completed by SMART teachers in the research that informed the evidence base for SMART. Our intention in setting out this pathway is to help potential SMART facilitators identify appropriate training and to support our Mindfulness Everyday community.

Mindfulness for Educators: smartEducation™: A 9-Session Renewal Program

smartEducation™ (SMART) is an evidence-based program designed to address the needs of educators and professional support staff.

SMART Training Pathway:

- Offers a coherent, stepped approach.
- Is evidence-based relying on and generating the best available evidence to inform the training.
- Integrates formal teaching with workshops/residential mindfulness trainings, skills training and supervision/mentoring.
- Uses the Mindfulness-based Interventions Teaching Assessment Criteria (MBI-TAC) (R. S. Crane et al., 2013) both to support SMART facilitator learning and to assess competency when teachers graduate from the training program, and are selected to be listed as a SMART facilitator on the Mindfulness Everyday website.
- Expects SMART teachers to work within the ethical codes of their professional bodies. If they do not have such a code, training and attention to codes set out by the most relevant professional body are suggested as a safeguard and to promote good practice (Baer, 2015).

SMART Program

Course format

The 20-hour program is delivered in a workshop setting, with a minimum of 12 and a maximum of 25 participants and consists of 8 two-hour sessions and a 4-hour silent retreat. The course is non-religious and non-sectarian and is delivered by smartUBC-accredited instructors.

The program has been adapted for Online Delivery with a maximum of 20 participants.

Successful participants receive a certificate of completion from UBC Faculty of Education in cooperation with channel delivery partners.

Course Outcomes

The course trains educators to:

- Manage stress through a greater understanding and control of emotions
- Employ self-care techniques to cultivate personal and professional resilience
- Create effective strategies for relating to challenging situations
- Have personal experience to support other programs for students in mindfulness
- Enhance concentration and executive function (planning, decision-making, and impulse control)
- Revitalize purpose, personally and professionally
- Improve personal overall mental and physical health
- Promote happiness through healthy habits of the mind

SMART involves experiential practices that promote:

- Concentration, attention, and mindfulness
- Awareness and understanding of emotions
- Empathy, compassion, and positive interpersonal communication

smartUBC & Mindfulness Everyday

SMART (Stress Management & Resiliency Techniques) originally developed in the US is now managed by smartUBC, a not for profit unit of the University of British Columbia and coordinated through the Faculty of Education, UBC Okanagan campus. UBC researches and manages the development of the evidence base for continual updating of the curriculum.

As a licensed smartEducation channel partner, Mindfulness Everyday is responsible for

1. taking participants through the smartEducation training pathway and upon successful completion, working with smartUBC to issue SMART facilitator certificates.
2. Taking potential SMART applicants through the SMART Facilitator Training Pathway

UBC Contact

Karen Ragoonaden, Ph.D.
 Professeure titulaire/Professor of Teaching
 Director, Center for Mindful Engagement
 Okanagan School of Education The University of
 British Columbia | Syilx Okanagan Nation Territory
 3145-1 EME 1147 Alumni Way | Kelowna British
 Columbia | V1V1V7 Canada Phone 250 807 8113
 karen.ragoonaden@ubc.ca
<http://karenragoonaden.weebly.com/home.html>

ME Contact

Heidi Bornstein
 Director, SMART Ontario
 20 Guildwood Parkway, Ph3
 Scarborough, ON M1E 5B6
 Phone 416-267-4707 | Cell 416-721-2096
heidi@mindfulnessseveryday.org
www.mindfulnessseveryday.org/smart

Mindfulness Everyday & smartUBC Licensing Details

Description of The Smart Program Materials

smartEducation materials provided to Mindfulness Everyday as a licensee:

- smartEducation Facilitator Manual;
- smartEducation Participant Manual;
- smartEducation Certificate of Completion
- smart Education Audio Files

Marketing Materials:

- smartEducation Brochure
- Acknowledgement of Mindfulness Everyday as an authorized licensee on smartUBC website

Description of The Smart Facilitator Training Pathway Program Materials Created and Maintained by Mindfulness Everyday in consultation with smartUBC

- SMART Facilitator Training Pathway documents.
- Development and Delivery of the components of 100-hour Certification Requirements including:
 - 5-Day SMART Foundations workshop including practices and strategies for teaching smartEducation (25 hrs)
 - Practicum: Participation and observing smartEducation (20 hrs)
 - Assisting smartEducation as taught by a qualified facilitator and/or with a fellow trainee (20 hrs) plus mentoring (10 hrs)
 - Co-teaching smartEducation (20 hrs) under the guidance of a qualified mentor (5 hrs)
 - Self-study resources and on-going Professional Development Opportunities
 - Facilitator Training Notes materials, and self-study guides
- Ongoing support for SMART Facilitators, if questions arise.
- Maintenance of SMART workshop materials for access by Certified SMART Facilitators on Google Classroom

20 HOUR smartEducation Overview

Eight 2-hour classes, one 4-hour retreat

<p>1. INTRODUCTION</p> <ul style="list-style-type: none"> • Pause practice • Instructor introduction • Course introduction • Well visualization • Group introductions • Raisin practice • Assign home practice • Closing <p>Practices: pause practice, mindful listening, mindful eating</p>	<p>2. INTRODUCTION TO PRACTICE</p> <ul style="list-style-type: none"> • Standing PAUSE Practice leading to Circle of Joy • Body scan • Triangle of awareness • Dyads and discussion • Setting intentions/three questions • Sitting (breath/noticing thoughts) • Assign home practice • Closing <p>Practices: movement, body scan, mindful listening, sitting</p>	<p>3. RESPONDING VS. REACTING (Perceptions and stress)</p> <ul style="list-style-type: none"> • Mindful standing movement • Body scan • Dyads and discussion • Perception and stress reaction and response charts • Sitting (breath, sensations) • Assign home practice • Closing <p>Practices: movement, body scan, mindful listening, sitting</p>
<p>4. SELF-COMPASSION</p> <ul style="list-style-type: none"> • Mindful standing movement • Sitting: soothing touch & self-compassion break practices • Dyads and discussion • Self-compassion, Negative Self Talk, discussion • Kindness to Self practice • Assign home practice • Closing <p>Practices: movement, soothing touch, self-compassion, self-kindness</p>	<p>5. EMOTIONS</p> <ul style="list-style-type: none"> • Mindful standing movement • Emotions & Feelings States Visualization / Emotional Awareness Reflection / Practice • Dyads and discussion • Emotions • Ocean Visualization • Assign home practice • Closing <p>Practices: movement, sitting, ocean</p>	<p>6. WORKING WITH STRONG EMOTIONS - ANGER</p> <ul style="list-style-type: none"> • Mindful standing movement • Sitting (breath, body sensations, feelings) • Dyads and discussion • Working with anger • R.A.I.N Practice • Assign home practice • Closing <p>Practices: movement, sitting, R.A.I.N</p>
<p>7. SILENT HALF DAY</p> <ul style="list-style-type: none"> • Welcome and guidelines • Lying-down mindful movement • Body scan • Open awareness with triangle of awareness • Lunch / Dinner • Standing & Mountain Visualization • Mindful Walking • Kindness • Closing Circle 	<p>8. KINDNESS AND COMPASSION</p> <ul style="list-style-type: none"> • Mindful standing movement • Kindness Practice • Dyads and discussion • Compassion, Kindness, Appreciation, Gratitude, Discussion • Giving and Receiving Compassion Practice • Assign home practice • Closing <p>Practices: movement, sitting, kindness, giving and receiving compassion</p>	<p>9. BEGINNINGS AND ENDINGS</p> <ul style="list-style-type: none"> • Mindful standing movement • Body scan, kindness, or open awareness (instructor's choice) • Dyads and discussion • Being/doing, resources, and the packet • Visualization, "What's next?" • Closing circle • Closing poem <p>Practices: movement, body scan, kindness, or open awareness (instructor's choice)</p>

Each 2-hour session breakdown (vertical alignment):

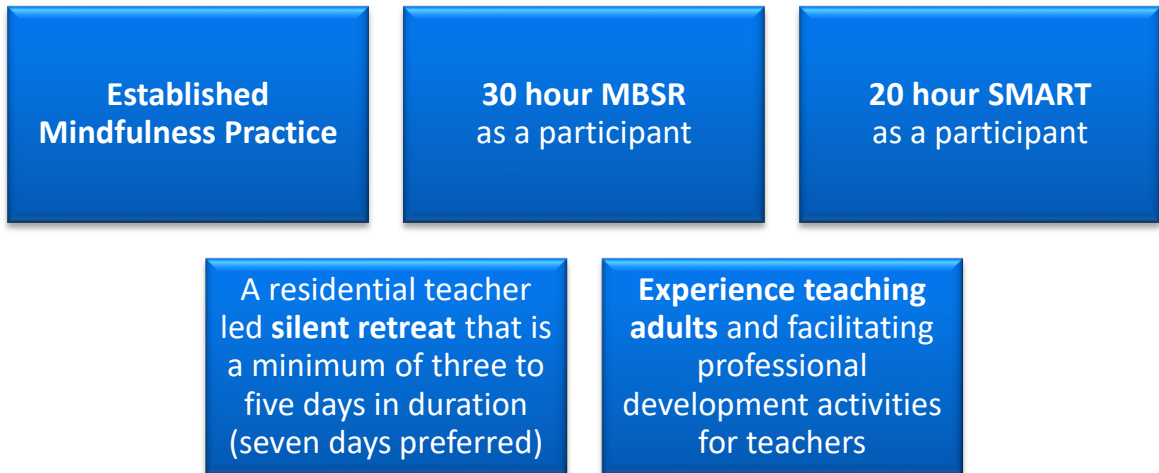
- Opening practice (30 minutes)
- Discussion/Q&A, starting with pairs followed by whole group (total 30 minutes)
- New material/activities (45 minutes)
- Practice and closing (15 minutes)

smartEducation Facilitator Certification Process

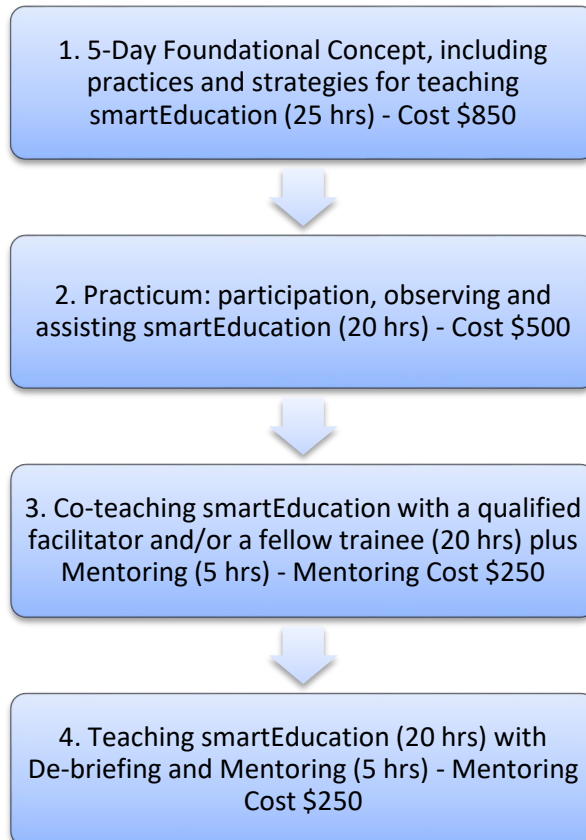
SMART Facilitation Certificate Program Components

Level 1 Pre-requisites

(50 Hours plus retreat, personal mindfulness practice and teaching experience)



Level 1 Training Program Components (100 Hours)



Please note that completing the above training components does not guarantee certification. Additional training and or mentoring may be recommended. The above mentoring costs are estimated at \$50 per hour, which may be subject to change.

Level 1 Certification Requirements

Prerequisites:

Completion of the following:

- Attending and completing one 20 hour smartEducation course as a participant
- An established mindfulness practice including meditation and mindful movement
- Experience teaching adults and facilitating professional development activities for teachers
- Completion of one online or face to face Mindfulness-Based Stress Reduction course (MBSR) as a participant. Acceptable online course - Palouse Mindfulness <http://palousemindfulness.com/>
- A residential teacher led silent retreat that is a minimum of three to five days in duration (seven days preferred)

Academic Qualifications:

- Undergraduate degree in education, psychology, health sciences, social work, or equivalent degree, or
- Advanced professional degree and/or equivalent experience

SMART Level 1 Certification Training Program (100 hours):

The program consists of a 25-hour facilitator training and 75 hours of practicum, assisting, co-teaching and mentoring instruction in smartEducation program delivery.

1. 5-Day Foundational Concepts: practices and strategies for teaching SMART (25 hrs)
2. Practicum: Participation and observing smartEducation (20 hrs)
3. Assisting: smartEducation as taught by a qualified facilitator and/or with a fellow trainee (20 hrs) plus mentoring (10 hrs)
4. Co-teaching: smartEducation (20 hrs) under the guidance of a qualified mentor (5 hrs)
5. Participation in Ongoing Professional Development with Mindfulness Everyday
 - Professional Development Training, Retreats, and Mentoring
 - Directed Self-Study: resources, relevant research and articles

SMART Facilitator Training Learning Outcomes

On successful completion of the training, trainees should be able to:

- Have the necessary skills to lead all aspects of SMART program and support participants' learning.
- Describe the application of mindfulness in education and its relevance to health and wellness.
- Describe the background, themes, session overview and variations in delivery methods for SMART and certificate requirements for teaching SMART
- Practice Mindful Communication
- Describe how stress affects the brain and learning.
- Describe emotional literacy and the relationship to resilience and self-regulation.
- Describe self-compassion, compassion and forgiveness.
- Describe the effects of mindfulness, self-compassion, compassion and kindness practices on brain functioning and emotion regulation.
- Practice and teach foundational mindfulness and compassion-based practices.
- Describe how these practices help teachers manage stress and support health and well-being, and the importance of home practice.
- Have the requisite skills to lead mindfulness practices and support clients in learning and developing mindfulness practices.

5-Day Foundational Concepts Training (25-hour)

This 25-hour workshop introduces the revised smartEducation curriculum to potential facilitators. The practical, sustainable benefits of how mindfulness and compassion-based approaches can help educators support their own health and well-being, manage work-related stressors and the importance of home practice will be emphasized.

It provides valuable information on how mindfulness- and compassion-based approaches can help teachers

- manage the stressful demands of the classroom,
- cultivate an exceptional learning environment, and
- revitalize teaching and learning.

Participants will learn strategies for teaching smartEducation foundational mindful awareness and compassion practices.

SMART draws on the following wisdom streams:

- MBSR (Mindfulness-Based Stress Reduction)
- MSC (Mindful Self-Compassion)
- MEB (Mindfulness-based Emotional Balance)
- Kindness and Compassion (Positive Psychology)
- Mindful Movement

The workshop draws upon basic and applied research in the fields of mindfulness, self-compassion, kindness and compassion, neuroscience, psychology, conscious movement and education.

Workshop Components:

- Mindfulness and its Application in Education
- Mindfulness and Neuroscience:
- The Skill Set of the SMART facilitator
 - Embodying the Attitudes of Mindfulness
 - Cultivating a Safe Space
 - Guiding Practice opportunities
 - Trauma-Sensitive Mindfulness
 - Inquiry — deepening the awareness of present moment experience
- The Physiology and Neurobiology of Stress (from the wisdom stream of MBSR)
 - Responding vs reacting to stressful situations
 - Choice
- Self-Compassion (from the wisdom stream of MSC)
 - Authentic self-care
 - Teacher Burnout
- Kindness and Compassion (from the wisdom stream of Positive Psychology)
 - Cultivating attitudes of kindness and curiosity as a way of being.
- Emotional Literacy
 - Befriending Strong Emotions
 - Working with Anger
- Mindful Movement
 - Language for guiding movement practices
 - Guiding Practice opportunities
- Self-study Guidelines and Resources

Learning Outcomes:

- Learn about the principles and practices of smartEducation
- Discuss the evidence-based impact of smartEducation
- Introduce the curriculum
- Explain the physiological and psychological effects of stress
- Describe emotional literacy and the relationship to resilience and self-regulation
- Explain forgiveness theory
- Explore the practice of smartEducation via group facilitation (leading inquiry based discussions; leading introductory sessions; embodying presence)
- Explore self-compassion, kindness, empathy and compassion in the context of mental health and wellness
- Discuss the importance of home practice for both facilitators and participants
- Learn how to develop and support a community of mindful professionals
- Understand the use of trauma sensitive approaches to guiding practice
- Learn how to guide mindful movement safely.

5-Day Foundational Concepts Schedule

Typical Day

8:45 – 9:00	Informal meeting
9:00 – 9:30	Arriving Practice / Questions and Answers
9:30 – 11:00	Mindful Movement – Practice and Debrief
11:00 – 11:15	Break
11:15 – 12:30	Skill of the Facilitator <ul style="list-style-type: none">- Creating a Safe Space- Embodying the Attitudes of Mindfulness- What is presence?- Trauma Sensitive Mindfulness- Langue and Cues for Guiding Practice- Practicum Guiding Practice
12:00 – 1:00	- Lunch
1:00 – 3:00	- SMART Curriculum Study (includes 15 min break)

Required Reading List

- The Mindfulness-based Emotional Balance Workbook: An Eight-week Program for Improved Emotion Regulation and Resilience**, Gonzalo Brito Pons, and Margaret Cullen
- Mindfulness: An Eight-Week Plan for Finding Peace in a Frantic World**, Mark Williams and Danny Penman
- The Mindfulness Teaching Guide: Essential Skills & Competencies for Teaching Mindfulness-Based Interventions**, Rob Brandsma
- Trauma-Sensitive Mindfulness: Practices For Safe And Transformative Healing**, David Treleaven

Suggested Reading List

- Buddha's Brain: The Practical Neuroscience of happiness, wisdom & love**, Rick Hanson
- Emotional Alchemy: How The Mind Can Heal The Heart**, Tara Bennett Goleman
- Forgive for Good: A Proven Prescription for Health and Happiness**, Dr. Fred Luskin
- Full Catastrophe Living: using the wisdom of your body and mind to face stress, pain, and illness**, Jon Kabat-Zinn
- Mindful Teaching and Teaching Mindfulness: A Guide for Anyone Who Teaches Anything**, Deborah Schoeberlein
- Mindfulness for Teachers: Simple Skills for Peace and Productivity in the Classroom**, Patricia A. Jennings
- Teaching Mindfulness – A Practical Guide for Clinicians and Educators** by Diane Reibel, Donald McCown & Marc S. Micozzi
- Teaching Mindfulness Skills to Kids and Teens**, Christopher Willard PsyD (Editor), Amy Saltzman MD (Editor), Susan Kaiser Greenland JD (Foreword)
- The Mindful Path to Self-Compassion: Freeing Yourself from Destructive Thoughts and Emotions**, Christopher K. Germer, PhD

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20-hour Practicum Training

Pre-Requisite

- Completion of a 9 session SMART program as a participant.
- Completion of the 5 DAY Foundational Concepts Training
Readings and home practice will be an essential part of the program. Relevant background will be provided in the areas of mindfulness and education.

Course Overview

The 20-hour practicum provides participants with the opportunity to participate in the SMART program as a participant from the perspective of the facilitator.

The Practicum in SMART is an in-depth training program offering you an opportunity to:

- Immerse yourself in the smartEducation (Stress Management and Resiliency Techniques) program
- Familiarize yourself with perspectives on self-care, self-compassion, and mindful awareness inherent in the SMART curriculum.
- Inquire and reflect on a range of issues arising out of the experience and principles of SMART with an experienced mentor.

The practicum includes:

1. 20 hours participating in the SMART Intensive program in real time with actual participants.
2. Includes Mentoring & Self-Study. Mentoring includes debriefing on the sessions, answering questions, and assistance in developing facilitation skills. Self-study requires the review and study of the Recommended Readings and Videos that relate to each session.

Materials included:

- SMART Facilitator Training Manual,
- SMART Recommended Readings and Videos for SMART Facilitators,
- ME_Teacher guidelines for SMART Facilitators
- ME_Resources_Books Cds Apps List_Current Version

Learning Objectives

- Develop competency in the principles and practices of the 9-session SMART program
- Discuss and analyze the theoretical, philosophical, pedagogical, and scientific underpinnings of SMART
- Understand the underlying intentions, attitudes and attentional training skills developed in the practices/exercises
- Learn how to “hold” the group using the SMART model
- Experience SMART within the fields of Social and Emotional Learning

25-hour Co-teaching smartEducation with a qualified facilitator and/or a fellow trainee plus debrief / mentoring

Pre-Requisite

- Completion of a 9 session SMART program as a participant
- Completion of the 5 DAY Foundational Concepts Training
- Completion of the 20-hour SMART Practicum Training

Training Overview

The 25-hour Co-Teaching Training portion of the SMART certification program allows trainees to teach in a supported environment, with a structured debriefing, feedback and question process with their co-facilitator as well as a self-assessment session with a SMART mentor.

The 25-hour Co-Teaching Training portion includes:

1. 20 hours co-teaching SMART
2. 5 Hours of Mentoring including debrief of each session.

SMART Facilitation Mentorship

Novice SMART facilitators often require ongoing mentorship for issues that arise during the SMART group process. In addition, they may have questions or want help around being a facilitator and some common challenges.

Mentoring is considered essential for competency. Trainees will have the opportunity to discuss with the mentor the various personal & professional issues that come up during SMART delivery.

5-hour Mentorship will be provided to review:

- Facilitation of Discussions & Inquiry: dyads and group
- Delivery of Activities and didactic information
- Choice points
- The guidance of mindfulness practices

Learning Objectives

- Develop competency in the principles and practices of the 9-session SMART program
- Continue to learn how to hold the group using the SMART model
- Examine SMART within the fields of Social and Emotional Learning
- Receive feedback to enhance their guidance and inquiry skills
- Foster a coherent, active international network of SMART professionals

25-hour Teaching smartEducation under the guidance of a mentor

Pre-Requisite

- Completion of a 9 session SMART program as a participant.
- Completion of the 3 DAY Foundational Concepts Training
- Completion of the 30-hour SMART Practicum Training
- Completion of the 25-hour SMART Co-teaching plus debrief / mentoring

Training Overview

- The 25-hour Teaching Training portion of the SMART certification program allows trainees to take on a lead role in facilitating the SMART workshop, with continued SMART mentoring, as defined SMART Facilitation Mentorship (previous page).
- Completion of at least 5 hours of mentorship with an approved SMART mentor during your teaching or assisting of a 9-session SMART Workshop.

Process for Becoming a SMART facilitator with Mindfulness Everyday

Mindfulness Everyday programs are based on the principles of the MBSR (Mindfulness-Based Stress Reduction) workshop, an 8-week program created by Dr. Jon Kabat-Zinn at the Stress Reduction Clinic at the University of Massachusetts Medical School in 1979. Mindfulness Everyday facilitators are expected to be committed to a personal mindfulness practice through:

- daily formal and informal practice
- participation in annual residential teacher-led mindfulness meditation retreats

Mindfulness Everyday reserves the right to assess the competency of a facilitator as detailed in Mindfulness Everyday Teacher Guidelines (ME teacher guidelines.pdf).

Once you have completed the 100-Hour SMART Facilitator Training Program in Ontario, you will be able to apply for full certification by completing the ME template for your resume, and fulfilling the SMART certification requirements as per the following checklist and submitting it to Mindfulness Everyday:

Ontario SMART Facilitator Certification Checklist

Resume

- Resume (as per template)

Pre-requisites

- An established mindfulness practice including meditation and mindful movement,
- A teacher led silent retreat that is a minimum of three days in duration, (Note: seven-day retreat is preferred)
- Experience teaching adults and facilitating professional development activities, and
- Attending and completing one 20 hour smartEducation course,
- Completion of one online or face to face Mindfulness-Based Stress Reduction course (MBSR) as a participant (See Palouse Mindfulness <http://palousemindfulness.com/>)

SMART Facilitator Training

- 5 days of Foundational Concepts and Practices for Mindfulness including practices and strategies for teaching smartEducation (25 hrs)
- Practicum: Participation, observing and assisting smartEducation plus debrief / practice (20 hrs)
- If the pre-requisite of attending and completing one 20 hour smartEducation course has not been met, the following may be required (depending on other mindfulness in education courses taken):
 - Attending and completing one smartEducation course with a qualified facilitator as a volunteer
 - Co-teaching smartEducation with a qualified facilitator and/or a fellow trainee plus debrief / mentoring (30 hrs)
 - Teaching smartEducation under the guidance of a mentor (25 hrs)