

# Dharma Zephyr Insight Meditation Community Leadership Guidelines

Out of love for the Buddha, Dharma and Sangha, and with the joy that comes from service, the following are (most of) the people who give time, energy and wisdom to DZIMC. Unless otherwise noted, they are volunteers:

## 1. Sangha Stewards

Sangha Stewards keep DZIMC going by organizing sitting groups, retreats and other activities, and by doing administrative work.

Guiding Sangha (Board of Directors)

Retreat Committee

Social Events Committee

Mail Chimp

Sitting Group Facilitators and Liaisons

Website

Tech Committee

Volunteer Coordinator provides or oversees publicity--social media, media outreach, website, newsletter, MailChimp; liaison with Center; calendar; other as needed

**Dharma Guides and Leaders** have a committed daily meditation and/or mindfulness practice, retreat experience, are grounded in the Theravadan Buddhist teachings, participate broadly in the DZ community with an understanding of the community's history, and have taken on leadership and/or teaching roles. They embody personal and interpersonal maturity, ethical integrity, and the realization and application of dharma principles.

## 2. Dharma Guides

Dharma Guides are authorized to teach and to share dharma in DZIMC's name, and are supported by regular meetings (see below).

Requirements for Guides include:

1. at least 3 years of dharma practice in the Theravada/early Buddhist tradition.
2. at least 2 years of practice with DZIMC.
3. at least 1 years of Sangha Stewardship.
4. at least:
  - 10 days of attendance at day-long retreats and
  - 10 days of residential retreat.

5. some form of formal study of Theravada Buddhism including such programs as sutta study, advanced practitioner study with a teacher, mentorship with a leader, or other similar activities.
6. self and other awareness—having awareness of one's own feelings and reactions (self awareness), and the feelings and reactions of those around us (awareness of others) thus affecting our interactions and communications in a more skillful way.
7. recommendation by at least one sangha member and one Dharma Leader.

Activities of Guides may include:

1. teach classes
2. assist teaching one-day retreats
3. share dharma via public talks, blogs, articles, community meetings, etc.
4. visit regularly with sitting groups in coordination with other Dharma Guides
5. with other Dharma Leaders and Guides organize and participate in regular check-in meetings about practice and community

**3. Dharma Leaders**

Dharma Leaders teach, mentor and recognize Dharma Guides, and steer the Dharma course for DZIMC.

Christy Tews, Dharma Leader

Kathy Schwerin, Dharma Leader

Anne Macquarie, Dharma Leader

Tom Gray

Denise Barclay, Dharma Leader/Teacher

Requirements for Leaders include:

1. at least 5 years of dharma practice in the Theravada/early Buddhist tradition.
2. at least 3 years of Stewardship and Guiding with DZIMC.
3. at least 30 days of attendance at residential retreats.
4. ongoing attendance at retreats and formal study and/or mentoring relationship with a teacher/leader.
5. self and other awareness (see requirements for guides).
6. recommendation by at least two sangha members and two Dharma Leaders.
7. approval of Guiding Sangha.
8. Teachers are so designated by a recognized senior Insight teacher and serve as equals with other Dharma Leaders.

Activities of Leaders include:

1. everything that Guides do
2. mentor Guides and sangha members
3. in conjunction with the Guiding Sangha, keep an eye on the practice of leaders and sitting groups that they are following the Buddha's teachings and Dharma Zephyr's overall mission, policies and ethical guidelines.
4. liaison with national dharma community.
5. teach day long retreats and classes.
6. assist on residential retreats.

Activities of Teachers include:

1. everything that Leaders can do.
2. lead a residential retreat within parameters set by their authorizing Teacher.

Notes:

Process for nomination: Guides can be nominated by self, sangha member, guide, leader, by contacting any of the Leaders.

Process to get designation: Prospective Guide will meet with a Leader(s) to review criteria, and work with Leader until criteria is met. In general it is the Leaders' job to instill confidence in the Prospective Guide before giving them the green light for specific activities. Other Leaders and/or outside consultants will be brought in if either party wishes.

Ongoing support and review of Guides: Partnering with a Leader at the beginning may be required or recommended. Activities may be limited based on Guide's qualifications and may be added in as Guide gains training and experience. Leaders and Guides will meet regularly to get and give support for individual practice and sangha activities. Guides will have an annual review with a Leader.