

Application for the Nyingma Berkeley Mandala Training Program

Thank you for your interest in the Mandala Training Program (MTP). This program is for individuals who want to see what it is like to live in an intentional Buddhist community that focuses on service to the Dharma and that offers a path that integrates work and spiritual life.

You do not need to be a Buddhist to join the program, but we do ask for you to be open and respectful of what we do, ready to participate fully, and willing to challenge your own limitations and beliefs.

Application Process

Applications are initially screened by the Review Committee. This is followed by a phone or Skype interview, or an in-person interview for those located nearby. The process concludes with reference checks and a background check.

Because you will be living with others in a small and interactive community, we ask for more personal information than you would find in a job application. We want to make sure that the program will be a good fit for you, and that you'll be a good fit for the community.

In assigning students to live and work in one of our centers, we will be guided by the needs of the community and room availability, as well as your own skills and interests.

Things to Keep in Mind

- This is an intensive program. Work, study, and practice combined will take as much as 60 hrs/wk of your time. **Please do not make other commitments while you are in the program.**
- You will receive room and board, and we will reimburse some living expenses. This likely means that you will need modest savings in hand before you start the program, and also enough to cover travel costs to and from Berkeley.
- Your first month in the program is a trial period. We reserve the right to ask you to leave at any time and for any reason, but we will meet with you to discuss our reasons and give you an opportunity to respond. In urgent cases, we reserve the right to ask you to leave within 72 hours.
- It is important that you have a clearly defined exit plan in case things do not work out: a place to go, funds to get there, and friends or family who will welcome you.
- We maintain a set of straightforward rules for living in the community, called the Code of Conduct, which we will send you after you are accepted.

Application Instructions

1. If you are filling out the PDF version of this application, please download it to your computer and **fill it out with Adobe Reader or Acrobat**. *Do NOT use the PDF viewer on a Chromebook or in the Chrome browser – it will not save your answers!*
2. Please fill out the application completely. You may send us a formal resume or CV if you wish, but it is not a substitute for a complete application.
3. When you are finished, save the form, giving the file a name that starts with your last name. Return it as an email attachment to mtp@mandalatraining.org.
4. As a separate attachment, please include a full-face photo of yourself that you feel will give us a sense of who you are. It does not need to be a formal portrait; a casual picture with family and friends or by yourself is fine. JPEG or PNG files are preferred.
5. **If you have a strong interest in working on a specific project, please state so under question #21, and also provide a separate statement describing your interest.**
6. If you are accepted into the program, you will be asked to provide your Social Security number and a copy of your driver's license, passport or other suitable picture ID on arrival.

We recommend submitting your complete application at least 6 weeks before your proposed start date, but exceptions can be made. Placement may also take longer than 6 weeks, and we appreciate flexibility.

{application begins on next page}

PERSONAL DATA

Full Name:

Name you like to be called:

Address:

Home or Cell Phone:

Email address:

Date of Birth:

Place of Birth:

Gender:

Marital Status:

Do you have any children or dependents living with you or under your care? If so, please list ages/care arrangement:

Current Housing Arrangement:

Person to contact in case of emergency:

Name:

Phone:

Address:

Relationship to you:

Do you own a car that you plan to bring with you?

Make and model:

Approximately when would you like to start the program?

How did you hear about the program?

If you found us online, what keywords did you use in your search, or what website led you to us?

EDUCATION AND EMPLOYMENT HISTORY

Education history:

List institutions, dates attended, degrees, and field of study; or include a resume or CV and indicate "Please see attached resume" in the space below.

Employment History:

List all employers, dates employed, position(s) held in the last 10 years; or include a resume or CV and indicate "Please see attached resume" in the space below. In either case, please include your reasons for leaving the position.

9) Please write a brief comment on the photo you have submitted. Why did you choose the photo? What do you think it tells us about you that would be good for us to know?

10) Optional: If you wish, you may submit one or two writing samples (poems, essays, stories, etc.) or share links or images of creative work. Please describe them here and attach them separately.

Section B - PRACTICAL

11) Do you have the moral support of your family and/or friends for this commitment? Have you discussed this program with them?

12) Do you have sufficient savings or other funds to meet your expenses (including student loan payments, if applicable) throughout the duration of the program and for travel home after the program's completion? Please explain.

13) What is your exit strategy, if you arrive and then discover it is not a good fit? Is there anything that would make it difficult for you to leave?

14) Will you have any other obligations during the time that you are participating? Examples: work, family visits, financial commitments, studies, medical treatments or spiritual practices. Please describe.

Section C - SPIRITUAL BACKGROUND

15) Describe the three most important books about Buddhism, spirituality, philosophy, or the mind that you have read, and how it had an impact on your experience.

16) Describe any other exposure you have had to Buddhism or other spiritual traditions, or to secular mindfulness. If you have ever attended programs at any Buddhist or spiritual center regularly for more than two months, please include the name of the center.

17) Do you meditate or do any other sitting or movement practices regularly? Please describe.

18) Are you familiar with any books or teachings of Tarthang Tulku, the Head Lama of the Nyingma Organizations? Have you ever taken a course or program at a Nyingma center? If so, please describe.

Section D - WORK ASSIGNMENT

19) What kinds of work do you especially like to do? Do you have special skills or training that could help our projects? Please describe. (Here are a few examples: office skills, maintenance, graphic design, video, cooking for large groups, fundraising, event planning, typesetting, school administration, grant applications, promotion, web skills, art, sewing, bookkeeping.)

20) What other activities do you find fulfilling? This could include hobbies, sports, etc.

21) (optional) Please rank up to three preferences for the project in which you would like to participate. You may want to review the websites for the different projects and organizations in the Nyingma mandala to see which one might be a good fit.

[Options include: Dharma College, Full Presence Mindfulness/Center for Creative Inquiry, Mangalam Center/Mangalam Research Center, Tibetan Aid Project, Nyingma Institute]

For a broader view of the activities of our centers, see www.nyingmamandala.org.

1st Preference

2nd Preference

3rd Preference

Section E - HEALTH AND PERSONAL HISTORY

22) Do you have health insurance? If so, until when?

23) Do you have any dietary restrictions? Please specify. We are not always able to accommodate special dietary needs, so if you have multiple or unusual food allergies or restrictions, you may need to purchase some of your own food. Please note that we only serve vegetarian food and do not allow preparation of meat on our premises.

24) Do you have any environmental sensitivities or allergies? Do you have any conditions that would prevent you from climbing stairs, standing on your feet for long periods of time, or lifting up to 50 lbs? Please describe.

25) Have you ever been diagnosed with any mental/emotional health conditions, been prescribed medication for any mental/emotional conditions, or spent time in an institutional setting? Please describe, including dates, reason, etc.

26) Have you ever had difficulty with abuse of or addiction to nicotine, alcohol, prescription drugs, recreational drugs, or over-the-counter medications? Please describe.

Section F - INTERNATIONAL APPLICANTS

27) If you are from a foreign country, are you currently within the United States? If so, what is your legal status in the U.S? If you have a visa, what type is it, and when does it expire?

Section G - REFERENCES

Please list name and contact info, including email, for four (4) references. Include at least two (2) employment/ professional references and one reference from a family member or friend who has known you for 10 years or more. Volunteer-related and school references are fine.

1. Name
Phone
Address
Email
Nature of relationship, and for how long:

2. Name
Phone
Address
Email
Nature of relationship, and for how long:

3. Name
Phone
Address
Email
Nature of relationship, and for how long:

4. Name
Phone
Address
Email
Nature of relationship, and for how long:

Please check that you agree with each of the following:

___ I understand that I am applying for a program that includes participation in a 5-day work week, required practice sessions, and evening and weekend classes and programs.

___ I agree to be responsible for obtaining health insurance and maintaining it in good standing while I am enrolled in the program, and will provide proof of insurance within 30 days of starting the program.

___ I will be flexible about my work-practice placement, which may change depending on the needs of the community.

___ I will use my best efforts to live in harmony with other members of the community, to support their spiritual practice, and to practice mindfulness and compassion.

___ I will assume full responsibility for my own safety and assume the risk of any activity in which I agree to participate.

___ I understand that the work I am asked to do will vary, that I may be asked to work for different organizations and on varying schedules, and that I will be asked to participate in routine activities such as clean-up, cooking, and maintenance.

___ (If you plan to bring a car) I have liability and accident insurance for my car, and will provide proof of insurance on my arrival. I agree to keep my insurance current for as long as I have the car.

___ I agree to abide by the code of conduct of the community, and understand that I can be dismissed from the program in accordance with its terms

___ I have answered everything truthfully.

Name: _____ Date: _____