Family Catechesis Planning Checklist

Actions Steps after Workshop #1

☐ Develop a Family Catechesis Team who will organize the family catechesis programming and lead the design and implementation of learning programs

  Suggested Team Members
  • director of religious education
  • youth minister
  • Catholic school teachers
  • veteran catechists of children and teenagers
  • involved parents of children or teenagers

☐ Work as a Team to organize the family catechesis program: scheduling, budgeting, promotion, and leadership development.

☐ Develop a timeline for implementing all of the planning steps. Schedule planning meetings.

☐ Schedule the family catechesis programs with adequate time to conduct the program (2-3 hours) and in a convenient time for families to participate.

☐ Design and implement a promotion plan to invite families (and potentially all parish members) to participate. Design promotional materials (e.g., letter, brochure)

☐ Develop a process for registering participants.

☐ Identify leadership roles to conduct family catechesis programming (e.g., hospitality, food, teaching, small group leaders, et al.).

☐ Develop and implement recruitment plan for finding leaders to fill the leadership roles in family catechesis learning programs.

☐ Develop a plan for preparing facilitators/catechists for teaching by providing them with resources and conducting a rehearsal meeting.

Preparation for Workshop #2

☐ Bring your Family Catechesis Team to Workshop #1. Invite other key facilitators/catechists who will be involved in teaching family programs to participate in Workshop #2.

☐ Bring a copy of your implementation and materials (promotion, registration, etc.) to Workshop #2
Action Steps After Workshop #2

- Develop an implementation timeline for designing family catechesis programs.
- Continue to invite people into family catechesis leadership roles using a variety of recruitment strategies.
- Continue to promote participation of families (and parishioners) through announcements at the weekend Masses, targeted mailings, etc.
- Register all participants.
- Meet as a Team to create the learning plan for the first family catechesis program at least 2 months before the date of the learning program.
- Meet as a Team to finalize the learning plan and create the home kit.
- Order and assemble all of the materials for the learning program and home kits.
- Implement your plan for preparing facilitators/catechists for teaching by providing them with resources and conducting a rehearsal meeting.
- Prepare and distribute the facilitator/catechist preparation materials at least 2 weeks before the rehearsal meeting.
- Conduct a rehearsal meeting for facilitators/catechists to prepare for teaching the family catechesis program.
- Remind everyone to participate before the program.

Conducting the Family Learning Program

- Welcome people as they arrive, provide name tags, and organize them into table groups.
- Provide a meal/refreshments before the program begins.
- Present a brief overview of the program and an introduction to the theme.
- Conducted an All-Ages Learning Experience for the entire group.
- Conduct the In-Depth Learning Experience in one of the following formats:
  - Whole Group (all ages together): families learned together at table groups
  - Age Group: families with children (grades 1-5), 6-8th grades, high school, etc.
  - Learning Activity Centers
- Provide an opportunity for participants to share what they learned and/or present a project or report to the entire group.
- Distribute materials for the participants to use at home (e.g., learning activities, prayers, rituals) and explain how to use the materials in family life.
- Conduct a participant evaluation of the program.
- Closed in prayer.
- Meet as a Team to evaluate the learning program and begin preparations designing and implementing the second program.
Implementation Task 1. Scheduling

- Identify the number of times you will offer your program and the days of the week.

**Key Questions for Scheduling**
- How many programs will you offer for topic?
- When will you offer the programs and what times?
  - Evenings: Monday-Friday (e.g., 5:30 p.m.-8:30 p.m. or 6-9 p.m.)
  - Saturday morning (e.g., 9 a.m. – 12 noon)
  - Saturday evening (after the Vigil Mass, e.g., 4:30 Mass, 5:30 p.m.-8:30 p.m.)
  - Sunday morning (after Mass, e.g., 9 a.m. Mass, 10 a.m.-1 p.m.), afternoon, or evening

**1. Determining the Timeframe**
Family-centered and intergenerational learning is most effective within a 2½-3 hour timeframe. 30 minutes of this timeframe is a meal. The minimum amount for learning without a meal is 2 hours. Here is an overview of the timing for a 3 hour program. These times expand and contract based on the length of individual activities.

**Design**
- Registration and Hospitality
- Dinner (30 minutes)
- Part 1. Gathering
- Part 2. All-Ages Opening Experience
- Part 3. In-depth Learning Experience
  - (Format Options: Whole Group, Age-Group, Learning Activity Centers)
- Part 4. Whole Group Sharing Experience
- Part 5. Sharing Learning Reflections and Home Application
- Part 6. Closing Prayer Service

**2. Surveying Your Meeting Space**
First, determine first the space requirements for the learning program.
- Registration and Hospitality: entrance to large meeting room or foyer or gathering space
- Dinner: large meeting room with tables and chairs
- Part 1. Gathering: large meeting room or worship space
- Part 2. All-Ages Opening Experience: large meeting room or worship space
  - (depending on the type of learning activity)
- Part 3. In-depth Learning Experience
  - Whole Group Format: large meeting room
  - Age Group Format: large meeting room for families with children, meeting rooms for pre-school, young adolescents, older adolescents, young adults, and adults
  - Learning Activity Center Format: large meeting room or separate meeting rooms for activity centers for families with children, adolescents, and adults
- Part 4. Whole Group Sharing Experience: large meeting room or worship space
- Part 5. Sharing Learning Reflections and Home Application: large meeting room or worship space
Part 6. Closing Prayer Service: large meeting room or worship space

Second, make a facility inventory by considering the “holding capacity” of your meeting rooms. How many people can you seat comfortably in the variety of the parish meeting rooms? Consider the following meeting spaces:

- Worship space
- Large meeting spaces, e.g., parish hall, church basement, church gathering space
- Medium-sized meeting rooms (25-50 people), e.g., classrooms, conference rooms
- Small-sized meeting rooms (under 25 people)

3. Determining the Number of Program Offerings

There is no precise way to determine how many people will participate in programs, but you will need to develop an estimate so that you can decide how many programs you will offer for each event. Here is suggested way to make a determination. Adjust the numbers to reflect your parish reality.

1. Start with the size of your largest meeting space. This will be the gathering space for dinner, large group gatherings (Parts 1-2 and 4-6), and the largest break-out group if you use parallel learning (Part 3). Determine how many people you can seat at tables and chairs. Many parishes with limited space use the church for the opening large group gathering (Parts 1-2) and closing large group gathering (Parts 3-4). In this option dinner may be a boxed meal, rather than a sit-down meal.

2. Then determine your potential numbers. You can begin with all of the individuals currently involved in age-group programs and estimate participation by groups not served by age group programs (young adults, adults, parents). Or you can begin with the total number of households in the parish.

Example 1: Here is an example starting with participation in faith formation programs:
- Total number of children and teens in faith formation programs from grade 1 through high school confirmation: ____________
- Parents of participating children and teens (some families have more than one child participating): __________
- Young adults and adults active in faith formation or parish life: __________
- Potential Number: ______________

Example 2: Here is an example starting with a parish of 1000 total households:
- Total number of households: 1000 households = 3000 people (@ 3 people per household)
- Participating households: 500 households = 1500 people (faith formation, Sunday Mass)
- If 50% of all active households participated = 750 people
- Potential Number: 750 people

3. Finally, compare your projected numbers and largest meeting space. For example, if your facilities can accommodate 250 people at tables and chairs, you will need to conduct 3 programs for 750 people (example 2)
4. Determining the Days of the Week for Program Offerings
   There is no best day of the week for programs. Many parishes continue to use times that were established for age-group catechesis (e.g., Wednesday night). Many parishes offer programs before or after the weekend Masses. This gathers an intergenerational audience who only needs to come out once for Mass and learning.

   The key is to offer enough variety of times that you will attract different audiences. For example if older adults do not go out at night (especially in climates with cold winters), will you offer a daytime option on Saturday or Sunday for them? Will you offer times conducive to young adult and adult participation, not just families?

   Here are a variety of timing options:
   - Evenings: Monday-Friday (e.g., 5:30 p.m.-8:30 p.m. or 6 p.m.-9 p.m.)
   - Saturday morning (e.g., 9 a.m.–12 noon)
   - Saturday evening (after the Vigil Mass, e.g., 4:30 Mass, 5:30 p.m.-8:30 p.m.)
   - Sunday morning (after Mass, e.g., 9 a.m. Mass, 10 a.m.-1 p.m.), afternoon, or evening

   ➢ Develop a calendar for the year with family program dates.

   Develop a calendar which incorporates the schedule of age-specific programming with the dates of family/intergenerational programming, and the times and dates of the programs. It is essential to develop one faith formation calendar that incorporates age-group catechesis and family/intergenerational catechesis. In this way participants (and their families) know that participation in programs is not optional; it is part of the faith formation program.

   ➢ Develop a planning timeline for designing family/intergenerational programs and training leaders.

   Here is an example of timeline that incorporates the design work for an individual program with training leaders to teach the program. The actual dates for each element is determined by the date of the program. Start with the program date and then move back through each of the other elements.

   ■ **6-8 weeks before a program:** The Design Team meets to create the learning plan for the event including:
     - program
     - home materials/home kit

   ■ **4 weeks before program:** The key leadership of the Design Team develops materials for the facilitator/catechesis and conducts a planning meeting.
     1. Individual catechist learning (2 weeks before meeting)
     2. Catechist meeting to prepare for teaching (2 weeks before program)

   ■ **After the program:** The teaching team meets after program to evaluate the program and make recommendations for improvement.
Implementation Task 2. Budget and Fees

- Determine a budget for family program & home materials.

To develop a budget for implementing an annual curriculum plan, determine your expenses and income (e.g., parish budget allocation, registration fees, and/or fundraising projects). Among the standard expense items that should be included in a budget are the following:

- **Participant Handouts and Materials**: While each program is different, there will probably be a need for some type of participant handout, and, perhaps, other activity materials (paper, markers, craft materials, etc.).

- **Facilitator/Catechist Materials**: There will be some expenses to provide catechists with resources (articles, booklets, etc.) so that they can prepare to teach a program.

- **Program Materials**: There may be additional program materials that are necessary for teaching programs. Many programs require the use of a video/DVD as integral to the learning experience; other programs may require the purchase of books, symbols, candles, prayer resources, etc.

- **Publicity/Promotion**: Most parishes produce a brochure or announcement with a description, dates, and registration form.

- **Home Kits**: Home kits range from $1 to $5-6 per household. If you develop all your own material and print it in-house or locally, you can keep home kit costs low. If you purchase home kit materials, the costs will be higher. Many parishes include both types of resources (locally developed and purchased). The cost of home kits can be subsidized through the registration fee or by donations from parish organizations.

- **Meal and Refreshments**: The cost of food for an extended time program ranges from $2-5 per person depending on the food served and whether it is morning refreshments or an evening meal. These costs can be offset by charging a meal fee (per person) or by contacting parish organizations to request that they contribute funds toward the meal expenses or that they actually prepare a meal for the group.

Implementation Task 3. Promotion & Registration

- Develop a plan and materials for promoting family/intergenerational learning in the parish community.

- **Who will you include in promotion?**
  - Parish community-at-large
  - Targeted participants (e.g., parents with children and teens in catechetical programs who need specific information and program calendars, adults who need to specially invited)
  - Leadership groups

- **How will you promote?**
  - Informational brochure or flyer and calendar for the year
  - Invitation letters with brochure to targeted audiences
  - Presentation at the weekend Masses
• Presentations to parish leadership committees and organizations
• Meetings with targeted audiences, e.g., parents of children and teens
• Announcements at the weekend Masses and in the bulletin
• Information in the parish newsletter
• E-mail invitations and information on the parish web site.
• Announcement banner or sign outside the church
• Display with announcement, photos, calendar (A display is especially effective after each program. Be sure to take lots of pictures.)
• Posters
• Buttons
• Magnet
• Phone call reminders to targeted audiences
• Post card reminders

■ How will you design your printed materials?
• Create a logo or symbol. Use the logo to communicate an identity; and use it consistently.
• Make it visual. Use pictures, artwork/clip art, and color.
• Make it catchy. For example, print (or stamp) a catchy line on an envelope to build interest.
• Make it attractive. Use proper design and layout procedures.
• Make sure your typefaces, pictures, humor, illustrations, names and descriptions attract your target audience(s)—families, singles, young adults, seniors—or for whomever the publicity is intended.
• Make it easy to read. Identify the most important information and make it stand out through big type or layout or boxes. Use simple language that creates interest and invites further reading.
• Make it hard to throw away. If you create a calendar that is attractive, chances are the households will hang it up and refer to it.
• Make it diverse. Publicity should have variety. Try to make it look different each time, even if all you do is change paper stock or typeface.

■ What types of information should you include in printed material?
• What will you call it, e.g., faith festivals or gatherings?
• Where will the program take place?
• When (dates) will the program take place?
• When will the program begin and end?
• What is the cost (materials fee and meal fee)?
• When is the deadline for registration?
• What do people need to bring?
• What is the name of the church, address, and phone number?
• Who can people contact for more information?

■ How should you present/describe family/intergenerational catechesis?
• Describe the benefits and advantages.
• Present the key features. For example:
  • Everyone is welcome – all ages and all generations.
  • The whole family participates.
Everyone receives home resources.
It builds community among parishioners of all ages.
Its fun, interactive, and enriching.
Keep the presentation/description simple. Eliminate jargon.
Use graphics and pictures in print or in a PowerPoint presentation.

Talking Points
You have to customize your presentation/description to different audiences, e.g., whole congregation, parents, adults, et al. Work with your team to develop a series of talking points about your vision and parish plan. For example, here are several key points for talking to parents.

Our parish faith formation...
- gives you a way to build up the faith of your family and to grow in faith as parents and as children.
- is a great model of learning because parents are learning with their children at the program—it’s easier to carry the learning home with you.
- builds up the confidence and ability of parents to share faith and values with their children.
- provides assistance to help families share faith at home and nurture the faith and values of their children through in-home resources.
- monthly programs provide an opportunity for families to spend time together every month—and once per month means they have time to do activities at home, rather than driving to classes each week.
- encourages your participation in church life—Sunday Mass, church events, etc. which is where the whole church gathers, celebrates, and lives their faith. If we want our children and teens to become lifelong Catholics and members of the church we have to start now by involving the whole family in the life of the church.

➤ Develop a registration procedure and form.

- Develop a timeline for registrations and, if space is limited in your programs, indicate that it is first come, first served. Be sure that people indicate the first, second, and even third choices for a program.
- Develop procedures for registering individuals and households (letters, phone calls, post cards, e-mail and web site, etc.).
- Develop a plan for confirming participation for those who register—confirming their choice for a program and the details for the program.

A registration form should include the following information:

- Household name, address, phone, e-mail
- People registering: number of people, name with ages of children or boxes to check if you are a parent, teenager, young adult, adult, older adult, et al.
- Program selection: first choice, second choice, third choice for the day and time to participate in a program
Strategies for Promotion

- Encourage “word of mouth” by participants.
- Pray at Sunday Masses prior to learning programs.
- Use bulletin announcements prior to learning programs to announce the topic and what will be learned and how people will benefit by participating.
- Include a letter from the pastor/staff in bulletin announcing the gathering and describing the highlights of the last gathering.
- Include announcements at liturgies and at all parish meetings.
- Include brief reflections on the theme for the month in the bulletin.
- Include a weekly article in the bulletin that expands and elaborates on the theme.
- Include a full page of articles and pictures in the parish newsletter.
- Use bulletin boards around the parish with pictures and participant comments on the gathering. Create a display with brochures and pictures at the exits of the church building.
- Develop poster displays with logo, topics, and photos from the session.
- Use banners, that change each month, to announce the next gathering.
- Place large banners at all the doors of the church the week before gatherings.
- Wear t-shirts at the beginning of a new year to help with recruitment of new households.
- Use coffee and donuts information sessions at the beginning of the year for new families.
- Include information about family catechesis and an invitation in new member packets.
- Promote participation at baptism preparation classes for parents.
- Include those preparing for sacraments in gatherings: catechumens and their families in the RCIA, Eucharist and Confirmation families.
- Promote through the parish web site. Provide up-to-date information, pictures, comments on the parish web site.
- Make Home Kits available to all parishioners, whether or not they participated in the gathering.
- Have children perform a skit to invite parents and the parish community.
- Work with liturgy team and parish sacramental teams to have them incorporate family session as part of their ongoing formation.
- Weave family theme into homilies.
- Take lots of pictures at each gathering and create a video to promote family catechesis.
- Implement a parish-wide mailing: brochure, registration form, and schedule.
- Get a story in the local newspaper or Catholic newspaper.
- Send monthly e-mail messages, invitations, and reminders.
- Call people who missed the last gathering to remind them of the next one.
- Make community building central to gatherings so that people build relationships. This can make participation more regular and motivate people to invite others.
- Offer special invitations with discounts or a free coupon to groups who are not attending.
- Send postcard reminders prior to the gatherings.
- Conduct registration after several weekend Masses in the spring and fall. Have leaders staff the tables to answer questions and register people. Sponsor a free parish breakfast/dinner after the Masses in the Fall to “kick-off” the new year and entice people to register.
- Include guest speakers from the community at gatherings. Promote this so it attracts new people to participate.
Implementation Worksheet

Implementation Task 1: Scheduling

✓ Identify the number of times you will offer your program and the days of the week.

What is your timeframe for program? ____________________________

How many programs will you offer for each event? ________________

When will you offer the programs and what times?

☐ Monday evening Timing: ________________________________
☐ Tuesday evening Timing: ________________________________
☐ Wednesday evening Timing: ______________________________
☐ Thursday evening Timing: ________________________________
☐ Friday evening Timing: ________________________________
☐ Saturday morning Timing: ________________________________
☐ Saturday evening Timing: ________________________________
☐ Sunday morning Timing: ________________________________
☐ Sunday afternoon Timing: ________________________________
☐ Sunday evening Timing: ________________________________

✓ Develop a calendar for the year with family/intergenerational programs dates and age-group program dates.

✓ Develop a planning timeline for designing programs and training leaders.

Suggested Timeline

6-8 weeks before program
✓ Design family/intergenerational program and home kit activities.
✓ Prepare all materials.

4 weeks before program: catechist/facilitator training
✓ Provide individualized learning resources on the theme (2 weeks before meeting)
✓ Meet with the facilitators/catechists to rehearse for teaching (2 weeks before Program)

After the program: evaluation meeting

When and how will you do this?
Implementation Task 2: Budget and Fees

✓ Determine a budget for programs and home materials.

<table>
<thead>
<tr>
<th>Fixed Expenses</th>
<th>Projections</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Participant handouts and materials</td>
<td>$ __________</td>
</tr>
<tr>
<td>2. Facilitator/catechist materials</td>
<td>$ __________</td>
</tr>
<tr>
<td>3. Program materials</td>
<td>$ __________</td>
</tr>
<tr>
<td>4. Publicity/promotion</td>
<td>$ __________</td>
</tr>
<tr>
<td><strong>Total of fixed expenses</strong></td>
<td>$ __________</td>
</tr>
</tbody>
</table>

Program Expenses for Household

Home Kit cost per household $ __________

Program Expenses Per Person

Meals and refreshments cost per person $ __________

Implementation Task 3: Promotion and Registration

✓ Develop a plan and materials for promoting your lifelong curriculum to the parish community.

- **Who will you include in promotion?**
  - Parish community-at-large
  - Targeted participants: ____________________________
  - Leadership groups: ______________________________

- **How will you promote?**
  - Informational brochure or flyer and calendar for the year
  - Invitation letters with brochure to targeted audiences
  - Presentations to parish leadership committees and organizations
  - Meetings with targeted audiences, e.g., parents of children and teens
  - Announcements at the weekend Masses and in the bulletin
  - Information in the parish newsletter
  - E-mail invitations and information on the parish web site.
  - Announcement banner or sign outside the church
  - Display with announcement, photos, calendar (A display is especially effective after each program. Be sure to take lots of pictures.)
  - Posters
  - Buttons
  - Magnet
  - Phone call reminders to targeted audiences
  - Post card reminders
What information should you include in a letter or printed material?
- Will you name your faith formation initiative? What will you call it?
- Where will the programs take place?
- When (dates) will the programs take place?
- When will the program begin and end?
- What is the cost (materials fee and meal fee)?
- When is the deadline for registration?
- What do people need to bring?
- What is the name of the church, address, and phone number?
- Who can people contact for more information?

✔ Develop a registration procedure and form.

- Develop a timeline for registrations and, if space is limited in your programs, indicate that it is first come, first served. Be sure that people indicate the first, second, and even third choices for a program.
- Develop procedures for registering individuals and households (letters, phone calls, post cards, e-mail and web site, etc.).
- Develop a plan for confirming participation for those who register—confirming their choice for a program and the details for the program.

A registration form can include the following information:
- Household name, address, phone, e-mail
- People registering: number of people, name with ages of children or boxes to check if you are a parent, teenager, young adult, adult, older adult, et al.
- Program selection: first choice, second choice, third choice for the day and time to participate in a program
Implementation Task 4. Developing Leadership

The following process is intended as a guide to developing leadership. There are three parts of a leadership system: 1) inviting people into leadership, 2) preparing and training leaders for their ministry, and 3) supporting and nurturing leaders.

Part 1. Inviting People into Leadership

Step 1. Identify the leaders you need.
Once you have finalized your family/intergenerational learning program, it is time to identify and then invite the leaders needed to implement the programs. Using the Leadership Tasks Listing workshop, describe all of the tasks involved in a particular program. Be specific. Once you have listed the tasks necessary, group these tasks into a series of leadership positions. It is better to identify several leadership positions with fewer tasks than to identify one or two positions with a large number of tasks. An individual leader may choose to take on more than one position. It is easier to recruit several leaders for smaller jobs than to find one person to take on a large job.

Here is an example of a listing of leadership positions for a typical family/intergenerational learning program:

1. Program Facilitator / MC
2. Learning Group Facilitator: Leader for age-appropriate learning groups, e.g., families with children, young adolescents, older adolescents, young adults, adults
3. Facilitators/catechists for age-appropriate learning groups
4. Assistants to help with age-appropriate learning activities
5. Prayer leader for opening and closing prayer
6. Music leader and/or music team for prayer and activities
7. Set-up and clean-up staff
8. Food preparation and service staff
9. Creative arts staff for artwork, posters, signs, etc.
10. Promotion and correspondence staff
11. Hospitality and registration staff
12. Home kit staff
13. Administration

Step 2. Develop job descriptions for each leadership position.
Before searching for leaders, anticipate the important questions that leaders will ask. How much time will this really take? What if I need help? What else will be expected? Is their training available? Are there extra meetings?

Using your list of leadership jobs from Step 1, create short, but complete job descriptions for each leadership position. These descriptions will serve as the basis for recruiting, training, supporting, and evaluating your leaders. Use the Leadership Role Description worksheet to answer each of the key questions leaders will be asking. The worksheet includes the following key elements:
Step 3. Search for persons with leadership potential.

Recruitment involves sharing leadership needs with the entire community. Recruitment of leaders is best understood as an invitation to an opportunity. It is an educational process as well as a recruitment process. There are a variety of ways to present leadership needs to the community: parish newsletter and/or bulletin; brochures; displays and posters; presentations to groups; and a time-and-talent survey. Avoid “pleading” or “begging” for volunteer leaders as a strategy. Begging does not attract the best people to leadership. Oftentimes you get “stuck” with a leader who may later need to be dismissed. Develop an approach that spells out what is required. This process will usually self-select the right people.

Remember to look twelve months a year for persons who should be considered for leadership positions. Since many programs do not begin at the same time, there is a need for leaders throughout the year. Because most parishes have both immediate and long-range needs for leaders, it is important to see the recruitment effort as a continuing process. Also, since potential leaders are always surfacing, you should be continually searching out and developing a list of potential leaders.

Here are several suggestions finding leaders:

- Personal recommendations and invitations: letter with brochure and interest finder, phone calls, personal meetings
- Descriptions of leadership positions (“want ads”) in parish newsletter or bulletin
- Brochures with want ads and interest finder – distributed at Sunday Mass, meetings, one-on-one invitations
- Interest finder on program registration form
- Presentations to parish groups – organizational investment
- Come and see opportunities
- Displays and posters
- Utilize current leaders to invite new leaders.
- Invite different parish groups to host the meal at the gathering or take on another specific role (once).
Step 4. Develop a database of potential leaders.
Organize the information from your searching and surveying into a permanent, up-to-date database of potential leaders. You may even want to recruit several leaders whose leadership position involves keeping accurate records for your volunteer leadership system.

Step 5. Secure needed leaders.
The next task is matching leadership jobs with the talents of individuals. First, examine the list of positions that need to be filled. Then study each person carefully, in light of his or her interests, abilities, limitations, and potential. Match people with potential leadership position(s) that they could fill. Some people will appear in several places; some will appear only once. Each person is now matched with a leadership position(s) where his or her skills and interests can enrich and expand the ministry. Now choose one or more prospects for each position, ranking them if desired.

Step 6. Meet with each prospective leader.
Meet personally or in a group with all prospective program leaders. Review the variety of leadership positions and the interests of the prospective leader. Be sure to have a listing of all the leadership positions available. Determine which jobs are right for the prospective leader and guide the leader in selecting a leadership position. Share information about the leadership positions with the prospective leader: responsibilities, time commitment, required training, meetings, and other details about the job. Only after someone has been interviewed should he or she be confirmed as a leader.

Part 2. Preparing and Training Leaders

Volunteer leaders need to receive specialized training and resources so that they can adequately perform their ministry. Preparing and training leaders is guided by several key insights about adult learning:

1. Training needs to be applicable for the job. We customize the training around the particular job and the required knowledge and skills. There is no such thing as a one-size-fits-all approach to training leaders. The scope and the depth of training are related to the requirements of the volunteer leadership position. This approach focuses the leader on what he or she needs to learn.
2. Training needs to be experiential ("hands-on"), so that leaders develop both the knowledge and the practical skills for their ministry.
3. Training needs to be on-the-job. The best context for training is the actual work the leader is doing. Learning and performing/leading are intertwined. In this sense
Training is invisible. It is embedded in the work processes of a project, such as planning meetings, individual preparation, teaching sessions, and evaluation meetings. Training is woven into every aspect of the project.

4. Training needs to be just-in-time so that there is immediacy of application. This provides a way for the leader to see progress, immediate results, and some rewards for the time they put into training.

5. Training needs to use a variety of learning approaches—Independent learning, apprenticeship learning, group and institutional learning.

Step 1. Develop a training plan.

It is essential that training is focused on the particular knowledge and skills required for the leadership position. Begin by determining whether the job requires training. Not every leadership position needs formal training. Oftentimes a meeting, phone call, or printed material will provide the necessary information. For example, the set-up and clean-up crew for family/intergenerational learning may only need floor plans with room arrangements and the times for set-up and clean-up. On the other hand, facilitators/catechists will need training for each new family/intergenerational learning program. Review all of the leadership positions and determine what type of training and resources is necessary.

For leadership position requiring training use the job description to determine the topics or content for training. Then develop a training plan for each training topic using one or more of the following learning approaches:

- **Independent Learning:** Independent learning provides maximum flexibility for the learner—when to learn, how to learn, where to learn, etc. Independent learning formats include guided reading, online learning, video-assisted and video-based learning, and audio learning.

- **Apprenticeship Learning:** Apprenticeship learning provides an experiential, hands-on mentoring relationship between a veteran leader and a new leader. Through on-the-job training and one-on-one instruction the new leader can practice new skills and become comfortable with the program responsibilities before taking full responsibility.

- **Group Learning:** Group learning provides a format to address the in-common learning needs of a group of leaders through one learning experience. Group learning formats include courses, workshops, action projects, clinics, conferences, demonstrations, exhibits, trips and tours. Online learning and video learning programs can be used in a group setting.

- **Institutional Learning:** Institutional learning takes advantage of existing training programs to address the learning needs of leaders—individually or as a group. Institutional learning includes courses, workshops, seminars, and conferences sponsored by the diocese, community agencies, other congregations, and local colleges and universities.

Here is an example of a training plan for facilitators/catechists conducting a family/intergenerational learning program. Notice how this training plan utilizes a variety of learning approaches and is applicable for the job, experiential, on-the-job, embedded in the work processes (“invisible”), and just-in-time.
Part 1. Independent Learning  
(4 weeks prior to the family/intergenerational learning program)  
Create an independent learning packet (see examples) for facilitators/catechists that provides the foundational knowledge they need to understand in order to teach the learning program. Use a variety of learning methods for independent learning:
- an online learning session from the Training Center at www.generationsoffaith.org
- short guided readings, such as a Catholic Update or excerpts from books and teaching manuals
- audio learning programs (cassette or CD), such as presentations from a conference on books on tape or CD
- video learning programs, such as Echoes of Faith or Catholic Update Videos

Part 2. Group Learning: Facilitator/Catechist Rehearsal Meeting  
(2 weeks prior to the family/intergenerational learning program)  
The Facilitator/Catechist Meeting is opportunity to help leaders prepare for and rehearse the learning program. It is also a time to provide training that develops skills for teaching the learning activities. A typical 2-2½ meeting has the following agenda:
1. Distribution of the entire learning program to each facilitator/catechist.
2. Walk-through of each part of the learning program and the learning activities for families with children, teens, and adults.
3. Demonstration of learning methods used in the learning program to familiarize leaders with how to conduct the methods
4. Break-out into age-appropriate teaching teams (e.g., families with children, teens, adults) to prepare for teaching the age-appropriate session.

(At the conclusion of the learning program)  
After the learning program concludes, gather the leaders to evaluate the program. The evaluation meeting has two purposes: (1) to identify the strengths of the program (content, methods, flow, etc.) and the areas for improvement; and (2) to guide the catechists in identifying their teaching strengths and areas they need to develop further. The learning needs identified in the evaluation meeting can become the focus of new training plans.

Here is an example of an independent learning plan and resources:

**Eucharist Independent Learning Plan**
- Online learning session: “Eucharist” (45-60 minute online program)
- Guided reading:
  - A Walk through the Mass. Thomas Richstatter (Catholic Update, St. Anthony Messenger Press)
- Video-based learning options:
  - Echoes of Faith: Liturgy and Sacraments – 1. What is Liturgy (RCL Publishers)
Part 3. Supporting Leaders

To keep effective leaders motivated and active, you need to develop a plan for supporting them. Supervision and support may be the two most overlooked elements in a leader development system. A plan for support is essential for the successful operation of a leadership system. The time invested in supporting leaders reaps immense benefits.

Step 1. Authorize leaders to begin service.
Leaders need a formal way to begin their ministry. You can authorize the beginning of their service through a formal worship service. For example, Catechist Sunday has become a formal time at Sunday worship to authorize the ministry of the catechists. This formal commissioning serves to authorize leaders for their ministry. In a public way these leaders are recognized by the community and blessed.

Step 2. Provide the information and resources that leaders need.
Provide leaders with the resources, information, and tools they need to accomplish their task. Many parishes provide a library or learning resource center for leaders with print, audio, and video resources for their ministry, as well as their spiritual growth.

Step 3. Gather information and evaluate the work of leaders.
Gather information about the performance of leaders through observation, consultation, group discussion, instruments, or other means. On this basis weigh the leader’s actual performance against the goals of the program and the criteria of the job description. Regular meetings through the year provide an opportunity to review with volunteer leaders the effectiveness of their planning and implementation of their ministries.

Step 4. Express and celebrate the support of the church.
It is essential to express gratitude, appreciation, and support for all leaders. Too often we take our leaders for granted, and then wonder why they do not return. Supporting leaders is a year-round task. We celebrate this support in formal ways at Mass, special recognition ceremonies, parties, and/or dinners; as well as through informal ways, such as thank you notes. We recognize those who have given five, ten, fifteen, and twenty years of service. We express appreciation to each leader at the conclusion of his or her service.

There are many ways to express and celebrate the support of the church. Here are several formal and informal strategies:

1. Acknowledge verbally leaders’ hard work and accomplishments before the parish.
2. Print a list of leaders in the parish bulletin and newsletter.
3. Send birthday and special occasion cards to leaders.
4. Hold a recognition dinner. Award leaders with certificates, honors, momentos. Invite spouses and family members to attend.
5. Provide child care for leaders who will need it during their times of service.
6. Send personal notes of appreciation.
7. When a leader handles a difficult situation well, praise them. Ask them to share with other leaders how they dealt with the matter.
8. Provide an annual retreat for leaders.
9. Pray with them frequently.
10. Develop an occasional article about leaders’ work for the local or diocesan newspapers.
11. Celebrate together through social events and parties.
12. Pay all fees for them to attend workshops, seminars, courses, etc.
13. Develop a monthly and annual recognition, such as Leader of the Month.
14. Plan an annual family picnic for all ministry leaders.

Training Resources for Facilitators/Catechists

_Catholic Update Videos._ Cincinnati: St. Anthony Messenger Press.


- _Echoes of Faith: Theology Set_ (5 videos: Prayer and Spirituality, Liturgy and Sacraments, Catholic Morality, Introduction to the Scriptures, I Believe/We Believe)
- _Echoes of Faith: Catechetical Set_ (3 videos)
- _Echoes of Faith: Methodology Set_ (5 videos, Grades 1-8)


_Into the Fields_ is rooted in Scripture, liturgy, and the _Catechism of the Catholic Church_. It's based on both the _General Directory for Catechesis_ and the _National Directory for Catechesis_. Each volume of this three-year program blends spiritual formation with theological content, and both of those with theory, practice, and suggestions for age-appropriate activities. The three volumes are:

1. Basic Catechetical Skills and Attitudes
2. Styles of Teaching and Learning
3. Teaching Specific Catholic Topics
# Leadership Tasks Listing

**Program:** ________________________________

<table>
<thead>
<tr>
<th>Leadership Tasks</th>
<th>Leadership Positions</th>
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<tr>
<td>1. _____________________________</td>
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Leadership Role Description

1. Program ____________________________________________________________
   Position ____________________________________________________________

2. Responsibilities: Leader Tasks to be Performed (see Leader Tasks worksheet):
   1. ______________________________________________________________
   2. ______________________________________________________________
   3. ______________________________________________________________
   4. ______________________________________________________________
   5. ______________________________________________________________
   6. ______________________________________________________________
   7. ______________________________________________________________
   8. ______________________________________________________________

3. Qualifications: Abilities Needed (skills, attitudes, understandings):
   1. ______________________________________________________________
   2. ______________________________________________________________
   3. ______________________________________________________________
   4. ______________________________________________________________
   5. ______________________________________________________________
   6. ______________________________________________________________
   7. ______________________________________________________________
   8. ______________________________________________________________

4. Length of Commitment
   Length of Service (times/dates): ______________________________________
   When Ministry is Performed: ____________________________________________

5. Preparation/Training Provided (what, how, where, when):
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________

6. Responsible To ____________________________________________________

7. Benefits of the Position
   To the leader: ______________________________________________________
   ________________________________________________________________
   To the community: _________________________________________________
   ________________________________________________________________

Completed by ___________________________       Date ________________

Last Reviewed _____/_____/______
Sample Leader Tasks and Responsibilities for a Family/Intergenerational Learning Program

Program Director (or MC)
• Guiding the whole group through the learning program
• Welcoming all the participants and providing an overview of the learning program
• Introducing each learning activity and the leaders
• Keeping the program moving on schedule
• Facilitating the whole group sharing experience and at-home application

Lead Facilitator for Age-Appropriate Learning Groups
• Work with the team of catechists to prepare for the session
• Work with team to conduct the learning activities
• Direct learning activities
• Give presentations

Facilitators/Catechists for Age-Appropriate Learning Groups (See sample job description.)

Leaders for All Ages Opening Experience
• Work with a team to lead the opening, large group experience
• Lead a variety of large group activities such as drama, storytelling, and media

Hospitality Staff
• Greet people as they arrive
• Register/record all participants
• Distribute home kits
• Directing people to meeting rooms

Child Care Staff
• Provide child care for young children
• Provide activities, such as reading story books

Prayer Leaders
• Design opening and closing prayer services
• Lead opening and closing prayer
• Lead the group in dramatic presentations

Music Leaders
• Select music for opening and closing prayer services
• Play instruments or sing
• Lead the gathering in song
Set-up and Clean-up Staff
- Set-up meeting rooms, tables and chairs, registration area, etc. according to floor plan
- Clean-up after the program: clean the floor and tables, put tables and chairs away, remove signs and decorations

Food Preparation and Service Staff (See sample job description.)

Art and Environment Staff (See sample job description.)

Promotion Staff
- Write articles for the parish newsletter or bulletin, local and diocesan newspapers
- Design promotional materials (advertisements, brochures, posters, etc.)
- Take photos of events

Administration Staff
- Manage database and keep records
- Type and other clerical assistance
- Manage communication: correspondence, email, telephone
- Manage registrations and finances
- Assembling learning materials and home kits for participants
Sample “Want-Ads” for Leaders

Hospitality & Registration (6 to 8). Register people after Masses the weekend of September 20. Set up for the October sessions. Greet the people as they arrive. Register them. Collect the participation fee and donation for the simple meal. Make them feel welcome. This may be the most important role in the entire team.

Hospitality & Food Delivery (5 to 10). Make the table and other decorations before the sessions. Set up the serving lines. Make drinks before the people arrive. Greet the people as they arrive. Make them feel welcome. Deliver the bread and wine to the tables. Food will usually be purchased outside.

Actor, Theme Play (3 to 5). Act in the theme presentation, which will be a play based on a bible story.

Lead Catechist – Walk Through of the Mass (4 required) Using the lesson plan and design provided by the design team walk through with children and adults the major sections and activities of the mass. You will be in a classroom with a small group of 25 children and adults. You will create a simulated altar with altar cloth, paten, chalice, bread, wine, lectionary and “red book”.

Lead Catechist – Video about the Mass (2 required) Show a video about the Mass to children and adults. Lead a 10 minute discussion.

Lead Catechist – Adolescents & Young Adults (2 required) Adapt the learning materials for adolescents and young adults. Possibility is to show a video about the Mass to children and adults. Lead a 10 minute discussion.

Lead Catechist – Art Activity (2 to 3 required) Show the children and parents how to make art projects that teach about the Mass. Assist the parents as they work with the children. Planned projects include a placemat for home, and a personal Mass guide.

Lead Catechist – The Real Presence (1 – 2 required) Lead a group of adults in an activity about the Mass, including a discussion of the real Presence.

Catechist Aid (10 required) Be present as an aide in a learning activity led by a catechist. Assist as needed. All Lead Catechists have Aides.

Lead Catechist – Music. Lead a mixed group in singing and studying the music we use at Espiritu Santo during the Mass.

Puppeteer. Present a play to small children and parents about the meaning of the Mass.

Master of Ceremonies: Give directions to the people; lead opening and closing prayer sessions.

Music Leader. Lead the singing of song when all of the participants are assembled in the Gym.

Babysitting Sit for small children ages 1 to 3
Sample Job Description
Facilitator/Catechist for
Family/Intergenerational Learning Program

Responsibilities: Leader Tasks to be Performed
• Participate in the preparation meetings for teaching the preparation program
• Engage in individual preparation for teaching
• Teach/facilitate the learning program for your group
• Evaluate the learning program

Qualifications: Abilities Needed
• Willingness and ability to speak with conviction about his or her own Catholic faith
• Understanding the content of the learning program: Church year, sacraments, justice, prayer and spirituality, etc.
• Familiarity with the family/intergenerational approach to faith formation
• Familiarity with the learning styles and psychological development/faith growth of group(s) being taught.
• Ability to use experiential learning methods and activities.
• Ability to lead a group discussion and facilitate faith sharing activities

Length of Commitment: 10 monthly sessions
• Service from September to May
• Meetings: One planning meeting per month (evening) and one monthly teaching session

Training Required:
• One orientation session
• Monthly preparation for teaching the program content by using the Generations of Faith Online Learning Center and reading background material
• Monthly planning meetings

Responsible to:
DRE / program coordinator for monthly learning program

Supervision/Support:
• Monthly preparation meetings
• Evaluation meeting twice year

Benefits of the Position to the Leader:
Opportunity to share his or her faith, to guide people in their growth as Catholics, to enrich the faith experience of individuals and families, to grow as a Catholic, to receive the support of other adult leaders.
Sample Job Description
Art and Environment Ministry for Family/Intergenerational Learning Program

Responsibilities: Leader Tasks to be Performed
- Participate in the training meeting to plan the environmental motif for the faith formation gathering.
- Create and/or build appropriate banners, table settings, decorative symbols, etc. that enhance the theme of the faith formation gathering.
- Recruit others as needed.

Qualifications: Abilities Needed
- Understanding of the content of the learning program for the season (e.g. Church year, sacraments, justice, liturgy, etc.)
- Familiarity with the family/intergenerational approach to faith formation
- Ability to visualize and articulate through the use of symbols using various art forms
- Appreciation and skill in decorative arts

Length of Commitment: minimum of 5 monthly sessions
- Ability to commit to a minimum of 5 of the 10 monthly faith formation gatherings held between September and June

Training Required:
- One orientation workshop
- One planning session/rehearsal for each faith formation gathering committed to
- Individual preparation for program content related to the art and environment

Responsible to:
DRE / program coordinator for monthly learning program

Benefits of the Position to the Leader:
Opportunity to share one’s creative talents in the form of visual arts, while enriching the faith experience of individuals and families.
Sample Job Description
Food Ministry for Family/Intergenerational Learning Program

Responsibilities: Leader Tasks to be Performed
- Order and/or prepare meal, including beverages and a vegetarian option for each faith formation gathering (budget to be determined).
- Recruit kitchen help and servers.
- Organize clean-up after the meal.
- Coordinate with parish staff regarding need for paper products and other non-food items.
- Collect cash donations and turn in to parish staff person

Qualifications: Abilities Needed
- Ability to organize a menu and feed a large group of people
- Ability to coordinate volunteers to prepare, serve, and clean-up

Length of Commitment:
- Ability to commit to a minimum of 5 of the 10 monthly faith formation gatherings held between September and June

Responsible to:
DRE / program coordinator for monthly learning program

Benefits of the Position to the Leader:
- Opportunity to share culinary and organizational skills, while contributing to the enrichment of the faith experience for individuals and families. A great way to meet other people in the parish and participate in menu selection for parish-wide events.

Other Comments
- This could be an ideal ministry for a small faith sharing group or for 2-3 families to work together.
Leader Profile and Interest Finder

Name ________________________________________________

Address ________________________________________________

Day phone: ___________________ Evening: ________________ E-mail ___________________

Which age group are you a member of: 14-18 18-30 31-55 56-70 71+

Occupation ________________________________________________

Marital Status: Single Married Separated Divorced Widowed
Ages of children (if applicable): ________________________________________________

Availability (mark all that apply)

☐ Monday evening
☐ Tuesday evening
☐ Wednesday evening
☐ Thursday evening
☐ Friday evening
☐ Saturday morning
☐ Saturday afternoon
☐ Saturday evening
☐ Sunday morning
☐ Sunday afternoon
☐ Sunday evening

Leader Involvement Interests

☐ I would like to be part of the leadership team responsible for overall **coordination** of lifelong faith formation.
☐ I would like to help with **planning** learning programs.
☐ I would like to help with **conducting** the learning programs. (Please complete the interest finder on the next page.)
☐ I would like to help with **support** and/or office tasks, e.g., mailings, facility set-up, telephone calls. (Please complete the interest finder on the next page.)

Areas of Interest (Please mark all that apply)

Identify several skills, talents, and training you bring to church ministry leadership positions.
Interest Finder

Our parish faith formation program needs your gifts and talents. You can select from a wide variety of leadership positions based on your interests and availability. Please review the list and indicate as many of the leadership positions that interest you. We will contact you very soon about your choices.

Meal Preparation
- Develop menus and purchase food
- Prepare, serve, and clean-up meals for programs

Room Set-Up
- Set up meeting rooms for programs and clean up after programs

Hospitality
- Welcome and register participants for programs
- Provide childcare at programs

Learning Group Facilitators
- working with young children
- working with parents and children
- working with children
- working with teens in grades 6-8
- working with teens in grades 9-12
- working with young adults
- working with adults
- assist with activities

Music and Prayer
- Help prepare prayer services for programs
- Lead music at programs
- Play music—instrument: ______________________________
- Sing as part of a choir or group
- Work on drama presentations
- Liturgical dance

Graphic Arts
- Create artwork, posters, etc., for programs
- Work on a newsletter
- Provide decorations for special events
- Take photos of events

Administration, Promotion, and Correspondence
- Write articles for the parish newsletter or bulletin, local and diocesan newspapers
- Design promotional materials (advertisements, brochures, etc.)
- Manage database and keep records
- Type and other clerical assistance
- Manage communication: correspondence, email, telephone
- Manage registrations and finances
- Assembling learning materials and home kits for participants
## Training Plan for Facilitators/Catechists

### Part 1. Independent Learning

**(4 weeks prior to the learning program)**

Create an independent learning packet (see examples) for facilitators/catechists that provides the foundational knowledge they need to understand in order to teach the learning program.

### Part 2. Group Learning: Facilitator/Catechist Meeting

**(2 weeks prior to the learning program, 2-2½ hours)**

The Facilitator/Catechist Meeting is opportunity to help leaders prepare for and rehearse the learning program; and develop skills for teaching the learning activities.

**Agenda:**
1. Distribution of the learning program.
2. Walk-through of the learning program and individual age-appropriate learning activities.
3. Demonstration of learning methods used in the learning program to familiarize leaders with how to conduct the methods.
4. Break-out into age-appropriate teaching teams (e.g., families with children, teens, adults) to prepare for teaching the age-appropriate session.


**(At the conclusion of the learning program)**

After the learning program concludes, gather the leaders to evaluate the program. The evaluation meeting has two purposes: (1) to identify the strengths of the program (content, methods, flow, etc.) and the areas for improvement; and (2) to guide the catechists in identifying their teaching strengths and areas they need to develop further.

---

**Your Independent Learning Plan**

<table>
<thead>
<tr>
<th>Your Date and Agenda for Meeting</th>
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**Your Agenda for Evaluation Meeting**

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<th>Your Agenda for Evaluation Meeting</th>
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Generations of Faith @ St. Dennis invites you to
Re-connect with your church in a meaningful way
for... GOF!
I scream!
You scream!
We all scream
Remember when the Good Humor man stopped for you?
Perhaps it's time you stopped for Him
We're working to bring the excitement back
Get to know other parishioners
Build a better Sunday
Explore your faith in a fun and family atmosphere
Have a good time
Spend some quality time with family and friends
Perhaps it's time you stopped for Him
We're working to bring the excitement back
Get to know other parishioners
Build a better Sunday
Explore your faith in a fun and family atmosphere
Have a good time
Spend some quality time with family and friends
Get to know other parishioners
Call NOW to register: 838 2592
Generations of Faith @ St. Dennis

Your church
Your family
Your friends
Your faith

Our future
Go ahead. Make your Sunday

help us build a better Sunday

Call NOW to register: 838 2592
Generations of Faith!

Sundays

Set A

A lifetime in place in

Celebrations

Church year

Top with

Community

Add some

Family

Start with

Generations of Faith!!
Prepare yourself for the feasts of All Saints Day and All Souls Day by participating in our FIRST GENERATIONS OF FAITH EVENT!

Praying at the Wall of Rememberance
Touring the Museum of Saints
Reading Scripture
Playing “Wheel of Saints”
Eating Dinner (or Saturday Breakfast) with fellow parishioners

Look forward to a few faith-filled hours of...
Registrations must be in the Parish Office by October 1st, 2006.

If you have further questions, please contact Jackie Bedore at 838-2592.

This coupon is for the cost of registration for a single event (a $10.00 value). Please attach this card to the registration form when registering. There will be a nominal donation requested for the meal at the event.

Event Options

☐ Wednesday, October 18th, 5:00-8:00 p.m.
☐ Monday, October 16th, 6:00-9:00 p.m.
☐ Sunday, October 15th, 3:00-6:00 p.m.
☐ Saturday, October 14th, 8:00-11:00 a.m.
We Are Generations of Faith

Faith Formation is a life long endeavor—growing closer to God in relationship is essential to a person’s desire to participate in their faith.

We Are... Forming Community
Generations of Faith is an intergenerational faith formation program in which all ages are welcome.

We Are... Enriching Liturgies
Generations of Faith helps parishioners prepare for, experience and reflect about Sunday Mass.

We Are... Seeking Faith
Generations of Faith encourages people to consider all aspects of life as faith opportunities, bringing faith into everyday living and the home.

Come and Enjoy!
www.generationsoffaith.us

“One Sacred Community” by Mary Southard, C.S.J. Courtesy of www.ministryofthearts.org
Frequently Asked Questions

Who participates in Generations of Faith?
Everyone. All ages, individuals, families, visitors, teenagers, couples, people from other parishes, friends and neighbors.

How will our monthly gathering be structured:
Each gathering will have a similar format:
• 1/2 hr.: Simple, shared meal. We will ask for donations to cover the cost.
• 1/2 hr.: Shared prayer, song, activity to introduce the theme of the month
• 1 1/2 hr.: Break into age-specific groups for age-appropriate discussion and activities
• 1/2 hr.: Reconvene to share with each other what we have experienced, receive home kit, join in closing prayer

Will we have to come to the same session each month?
It is preferred that you come to a specific session on a regular basis to assist us in planning, but we know that family schedules might mean you would switch from one session to another.

What about children preparing for First Communion and Confirmation?
In addition to participating in Generations of Faith activities, children in sacramental preparation will now, with their families, participate in mini-courses. These will be designed for both child and family formation and participation. Supplemental materials will be provided for home study.

Will parents be expected to do the teaching?
Parents will be asked to do what they are already doing—teaching! Home is the primary place where our children learn their faith as well. Generations of Faith is structured in such a way that it encourages a partnership between the “home” church and parish church. St. Dennis will provide a structured learning environment, trained leaders, a variety of resources and learning tools to extend our faith learning at home.

Will our children be getting all the information they need to learn about our Catholic faith, prayers, traditions, practices?
For the next six years, our learning will be based on the following themes:
• 2006 - 07: Our Church Year and Season
• 2007 - 08: The Sacraments
• 2008 - 09: The Creed/Catholic Beliefs
• 2009 - 10: Prayer & Spirituality
• 2010 - 11: Justice & Service
• 2011 - 12: Catholic Morality
Through the first 6 year cycle, we will have covered the full content of our Catholic Faith. Each time we begin a cycle we have matured and are ready for a deeper level of understanding our faith.

If you have further questions or would like to register, please contact the Parish Office at 838-2592.

Come and Enjoy!

www.generationsoffaith.us
We Are Generations of Faith

Prepare yourself for the feasts of All Saints Day and All Souls Day by participating in our First Generations of Faith Event!

Look forward to a few faith filled hours of...

- Eating Dinner (or Saturday Breakfast)
- Playing “Wheel of Saints” with fellow parishioners
- Reading Scripture
- Touring the Museum of Saints
- Praying at the Wall of Rememberance

Event Options

- Wednesday, October 18th, 5:00-8:00 p.m.
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- Tuesday, October 17th, 6:00-9:00 p.m.

Registrations must be in the Parish Office by October 1st, 2006.

There will be a nominal donation requested for the meal at the event. Please attach this card to the registration form when registering. This coupon is for the cost of registration for a single event (a $10.00 value). Please answer any questions, please contact Jackie Bedore at 838-2592.

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Who participates in GIFT

EVERYONE
- Singles
- Couples
- Families
- College Students
- Teens
- Kids
- Grandma & Grandpa
- Empty Nesters
- Newcomers
- The Curious from Other Parishes
- Retired People
- All St. Noel Parishioners
- People Visiting from Out-of-Town

Generations in Faith Together
We all eat together
No cooking – Just come, and enjoy a simple meal!

Opening experience for all ages
Everyone together enjoys an engaging introduction to the theme.

Age-specific learning activities for everyone
Everyone learns about the same topic according to their stage of life:
- Preschoolers (3, 4, 5 years)
- Child(ren) with parent(s) (K-6)
- Adolescents
- Youths adults
- Adults

Whole group sharing experience
Everyone comes back together to share what they have learned. Households receive Home Kits to further live what they've learned.

We all celebrate together
Everyone participates in church liturgies and events, reflecting and applying the significance and meaning of these events in their lives as Catholics.

ST. NOEL CHURCH • WILLOUGHBY HILLS, OHIO
GIFT meets once a month, usually the second full week of every month. Each month choose from an option. No meeting during July and August.

Each month choose from an option.

Gift, their lives as Catholics, meaning of these events in the significance and continua to reflect and apply lessons and events. They are more meaningful in All generations engage in learning activities for everyone Age-specific

No cooking – Just come, and enjoy a simple meal!