Disciples on the Way

# Who Do You Say I Am?

Matthew 16: 13 □17

## Abide in Me

John 15: 5 □8, 12-14, 16-17

Diocese of Green Bay

# AGENDA

- Introductions / Check-in
- Opening Scripture and Prayer
- WHY AND WHAT
  - A word from Bishop David Ricken
  - More words (and some song) from Fr. Dan Felton
  - From the good people on the ground
  - Discipleship & Parish Mission Planning Roadmap
  - Parish Mission Planning Team Criteria
- HOW
  - Parish Mission Planning Resources
  - Binder Materials
  - Website
  - The Nine Steps
- Q&A
- Closing Prayer

2

Disciples on the Way

## Who Do You Say I Am?

Matthew 16: 13 □17

## Abide in Me

John 15: 5 □8, 12-14, 16-17

Diocese of Green Bay

## OVERVIEW OF PARISH MISSION PLANNING

□□*If you abide in me, and my words abide in you, ask whatever you will, and it shall be done for you.*□

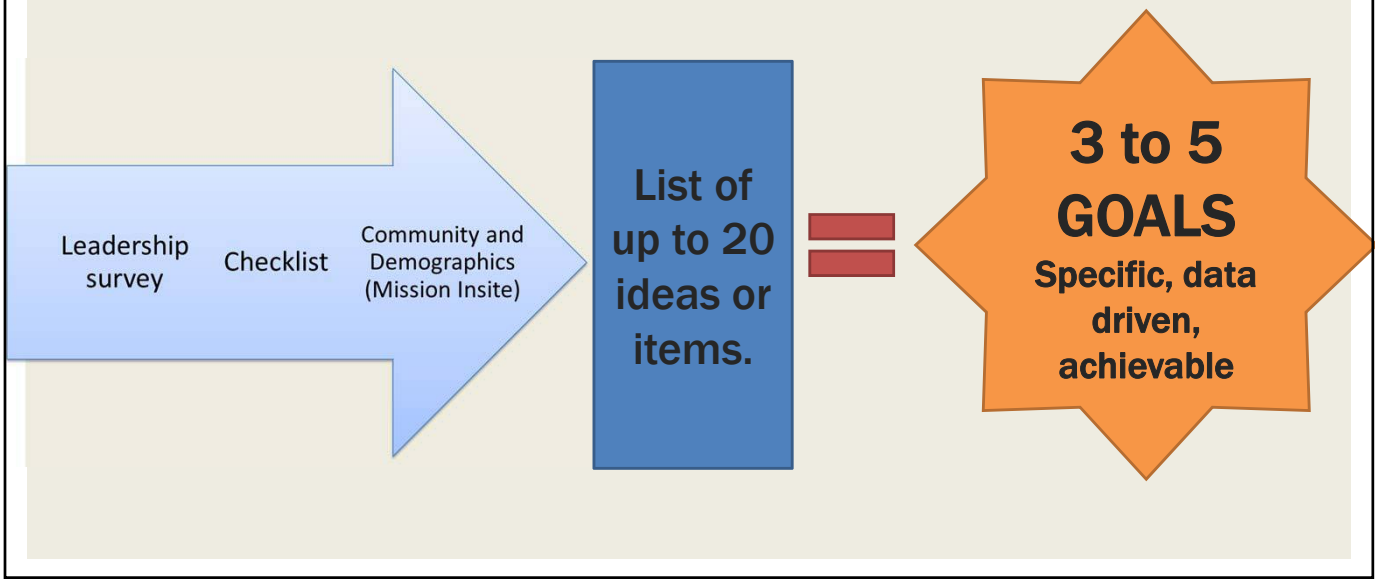
□John 15:7

Diocese of Green Bay

*Disciples on the Way*

# PARISH MISSION PLANNING

*Simply put*




## Process of Discipleship and Parish Mission Planning

**TAB 8**

| Process of Discipleship | Parish Mission Planning |
|---|---|
| ❖ The journey of missionary discipleship focuses on helping ourselves and others to:<br>▪ Discover Jesus<br>▪ Follow Jesus<br>▪ Worship Jesus<br>▪ Share Jesus | ❖ Aligns and Mobilizes to Mission by:<br>Assessing, prioritizing, setting goals, defining actions steps, implementing and monitoring. |
| ❖ Focused on:<br>▪ the encounter with Christ,<br>▪ accompanying others as disciples on-the-way,<br>▪ worshipping together as a family<br>▪ and sharing the love of Jesus with others. | ❖ A New Era of "Mission" Planning:<br>A planning process that changes what we consider, and how we think, about parish and school planning:<br>▪ from maintenance to mission<br>▪ from scarcity to abundance |
| ✓ What do you need to START doing ?<br>✓ What do you need to STOP doing ?<br>✓ What do you need to KEEP doing ? | ❖ Impacts Communities:<br>Provides insight into the communities in which we live or dwell:<br>▪ from inward to outward<br>** Starts with 3 "5 Goals |

## Process of Discipleship and Parish Mission Planning Roadmap TAB 8

Assessing, Aligning, Prioritizing, Setting Goals and Defining Action Steps
Based on Needs of Parishioners and the Community (Mission Field) of the Parish & School

| Parish Mission Planning | Discover Jesus<br>Encounter | Follow Jesus<br>Accompaniment | Worship Jesus<br>Community | Share Jesus<br>Mission |
|---|---|---|---|---|
| Empower Evangelization | Relationship Building<br>Witness / Sharing<br>Questions & Answers | Scripture / Discernment<br>Witness / Sharing<br>Initial Catechesis | Sacraments / Mass<br>Witness / Sharing<br>Liturgical Catechesis | Spiritual Multiplication<br>Witness / Sharing |
| Engage Collaborative Leadership | Breaking Down Barriers<br>Establishing Trust | Gift Inventories<br>Commitment | Charism Discernment<br>Accountability | Apostolic Leadership<br>Results |
| Experience Abundant Sunday | Hospitality | Homiletics | Music<br>Liturgy | Communal Life |
| Equip Spiritual Maturity | Prayer<br>Healing | Scripture Study<br>Conversion | Intercessory<br>Adoration | Disciple Maker |
| Community Impact | Becoming Visible<br>"Making a Difference" | Catholic Value<br>"As friend of Jesus" | Works of Mercy<br>"In memory of Him" | Transformative<br>Impacting Culture |
| | It is estimated that between 70-85% of parishioners have not had a significant encounter with Jesus which has transformed their lives. | Parishioners passively following Jesus. | Parishioners actively deepening their walk with Jesus. | Parishioners equipped to share Jesus with others. |

# TEAM MEMBER GUIDELINES

*Who should by on the parish mission planning team*

### KEY ROLES

- Pastor / Pastoral Leader
- Team Facilitator
- Business/Tech
- Communications
- School Representative

### MEMBER CHARACTERISTICS

- pastoral council or secretary trustee **(required)**
- school board/council or school principal OR from the associated school system **(required)**
- finance council or treasurer trustee **(required)**
- young adult, under the age of 35 (**strongly recommended**)
- Parish DRE (whoever is most involved with RE, Sac Prep and YTH Ministry)
- parent from parish RE
- parent from school (direct or assoc. system school)
- Community at large who is not fully active in parish life
- senior citizen (over 65)
- Hispanic and multicultural members (if applicable)

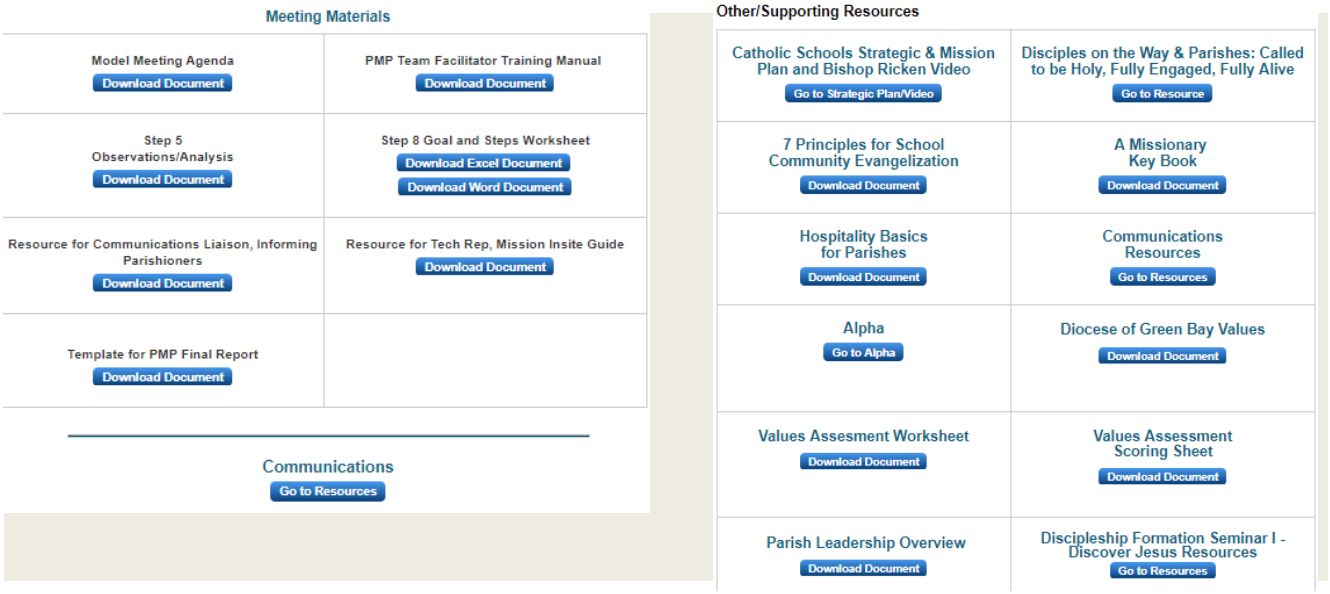
# KEY RESOURCES

- Walk thru binders
  - Nine-step Planning Workbook (green)
  - PMP Final Planning Document
  - Team Facilitator Training (purple)
  - Communication Liaison Training (orange)
  - User Guide to MissionInsite (blue)
  - Tabs 1 □8
- Parish Mission Planning Resource Webpage

9

# PARISH MISSION PLANNING WEBPAGE

WWW.GBDIOC.ORG/PARISHMISSIONPLANNING



## PARISH MISSION PLANNING IN 9 STEPS

*One way to ensure true communities of evangelization, focused on discipleship, is for the whole parish to undertake a process to evaluate current pastoral ministry and outreach programs.*

Living as Missionary Disciples, USCCB

Diocese of Green Bay

## Nine Steps to a Successful Parish Mission Plan

### 9 STEP PLANNING WORKBOOK PAGE 4

**Assessment of Current State**

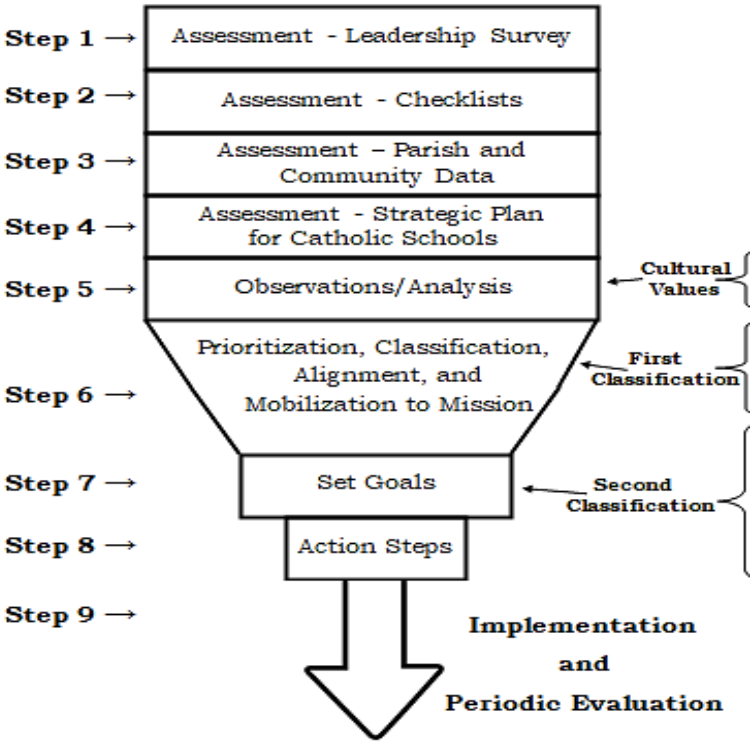
1. Health of Leadership Survey
2. Operations & Ministry Checklists
3. Parish & Community Data Analysis
4. School & Parish Key Recommendations

**Alignment**

5. Observations / Analysis
6. Prioritization, Classification, Alignment, and Mobilization to Mission
7. Set Goals

**Action**

8. Action Steps
9. Implementation and Periodic Evaluation



## HEALTH OF LEADERSHIP SURVEY

*"You did not choose me, but I chose you and appointed you that you should go and bear fruit and that your fruit should abide."*
*John 15:16*

Barry Metzentine

Diocese of Green Bay

## HEALTH OF LEADERSHIP SURVEY **TAB 4**

*Who Should Take the Survey?* **TAB 3: page 5**

- **Parish Staff / School Faculty**
  pastor, pastoral leader, associate pastor, deacon, religious, parish staff, school administration and school teachers
- **Board Members / Trustees**
  school board members, parish trustees, and any other individual or group that is deemed top level advisor or governance
- **Council / Committee Members**
  school strategic advisor, parent committee, parish council members, finance council members, and any other officially named ad-hoc committee
- **Ministry Leaders / Ministry Chair**
  all individuals who lead/facilitate/teach in a parish or school ministry area (including volunteers); for example: Altar Society, Liturgy/Worship, Men/Women's Ministry, Faith Formation, Catechists, Youth Ministry, Prayer Groups, Pastoral Care, etc.
- **Parish Mission Planning Team Members**
  all people selected to be a part of the Parish Mission Planning team

## OPERATIONAL & MINISTRY CHECKLISTS

*And you shall do what is right and good in the sight of the Lord, that it may go well with you, and that you may go in and take possession of the good land*

*Deuteronomy 6:18*

Diocese of Green Bay

## OPERATIONS & MINISTRY CHECKLISTS STEP 2

**TAB 5**

*What is the Purpose of the Checklists?*

**9 STEP PLANNING WORKBOOK PAGE 6**

***To assist the planning team in identifying areas that need improvement in parish and school operations and ministry.***

**Operations**

- Cemetery
- Communications
- Facilities & Properties
- Human Resources
- Parish Finance / Mgt. Services

**Ministry**

- Catechesis / Youth Ministry
- Evangelization
- Living Justice
- Marriage/Family/Pro-Life
- Pastoral Care
- Schools
- Worship

**PMP: STEP 2 ASSESSMENT – OPERATIONAL & MINISTRY CHECKLISTS**

- The appropriate personnel and school personnel fill out various checklists associated with parish and school operations.
- These checklists will point out areas for improvement in various areas of parish and school ministries and operations.
- The PMP team will review and discuss the results of all the checklists.
- The PMP team will then list the areas that need improvement.
- The PMP team will decide on the top ten (10) areas that need improvement.
- The list of the ten (10) major areas for improvement will be made by the PMP team and retained for future processing and synthesizing (Step 5).

List

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

**STEP 2 GOAL: Identify 10 items in order of importance for parish mission planning consideration.**

## PARISH & COMMUNITY DATA ANALYSIS

*So then you are no longer strangers and sojourners, but you are fellow citizens with the saints and members of the household of God.*
*Ephesians 2:19-22*

Diocese of Green Bay

## PARISH & COMMUNITY DATA ANALYSIS STEP 3

**TAB 6**

*What is the Purpose of this analysis?*

**9 STEP PLANNING WORKBOOK PAGE 7**

***To assist the planning team in understanding the community in which their parish/school dwell so as to identify opportunities for impact .***

**PMP: STEP 3 ASSESSMENT – PARISH AND COMMUNITY DATA SHEETS**

- The parish and school PMP team will review their parish and community data sheets regarding demographics, school and religious education enrollment as well as the youthfulness, faithfulness, contributions, and activity of the parish.
- The PMP team will look at trends between 2008 and 2017 regarding registered households, Mass attendance, the reception of the sacraments of initiation and marriage, community and parish economic and demographic data, contributed units, community values, non-participation in religion, and the average contribution per contributor.
- The PMP team will look for and identify connections between the various trends they observe utilizing the questions provided along with the parish data sheet.
- The PMP team will list up to five (5) recommendations for improvement in youthfulness, faithfulness, contributions, active membership, as well as community involvement based on their analysis of the parish data sheets.
- The PMP team will then retain their list of no more than five (5) items for future processing and synthesizing (Step 5).

List

1. Youthfulness _____
2. Faithfulness _____
3. Contributions _____
4. Active Membership _____
5. Community Involvement _____

**STEP 3 GOAL:**
**Identify 5 items for parish mission planning consideration.**

## SCHOOL & PARISH KEY RECOMMENDATIONS

*"Train up a child in the way he should go and when he is old he will not depart from it."*
*Proverbs 22:6*

Diocese of Green Bay

## SCHOOL & PARISH KEY RECOMMENDATIONS STEP 4 TAB 7

*What is the Purpose of these recommendations?*

**9 STEP PLANNING WORKBOOK PAGE 8**

*To assist the planning team in identifying areas that promote:*

- **Mission and Vision Alignment:**
  *Parish & Schools of Discipleship*
- **Collaborative Leadership:**
  *Fostering collaborative dialogue and community connection*
- **Culture of New Evangelization:**
  *Reaching and receiving all souls for the kingdom of God*
- **Culture of Missionary Discipleship:**
  *Providing ongoing discipleship formation for children/youth and families*
- **Culture of Community Impact:**
  *Bringing schools and parishes together for community service and social endeavors*

**PMP: STEP 4 ASSESSMENT – STRATEGIC CATHOLIC SCHOOL PLAN**

- If the PMP team has responsibility for mission planning for a Catholic school or system, the parish and school PMP team will utilize copies of the *School and Parish Planning: Key Recommendations* document for this step.
- The PMP team will review *School and Parish Planning: Key Recommendations* document and determine which goals in this plan will be integrated into the development of their common parish/school Parish Mission Plan.
- No more than five (5) goals that stress formation in evangelization, collaboration, discipleship and cooperation between the parish and school as well as community impact should be identified by the planning team as a major parish/school collaborative focus.
- The PMP team will list no more than five (5) goals they have identified in this step and retain the list for future processing and synthesizing (Step 5).

**Note**: it is recommended that parishes that do not have an association with a school might still review the recommendations for ideas, especially relating to Evangelization and Community Impact.

**List**

1. _____
2. _____
3. _____
4. _____
5. _____

**STEP 4 GOAL: Identify 5 items in order of importance for parish mission planning consideration.**

## Nine Steps to a Successful Parish Mission Plan

### 9 STEP PLANNING WORKBOOK ☐PAGE 4

**Assessment of Current State**

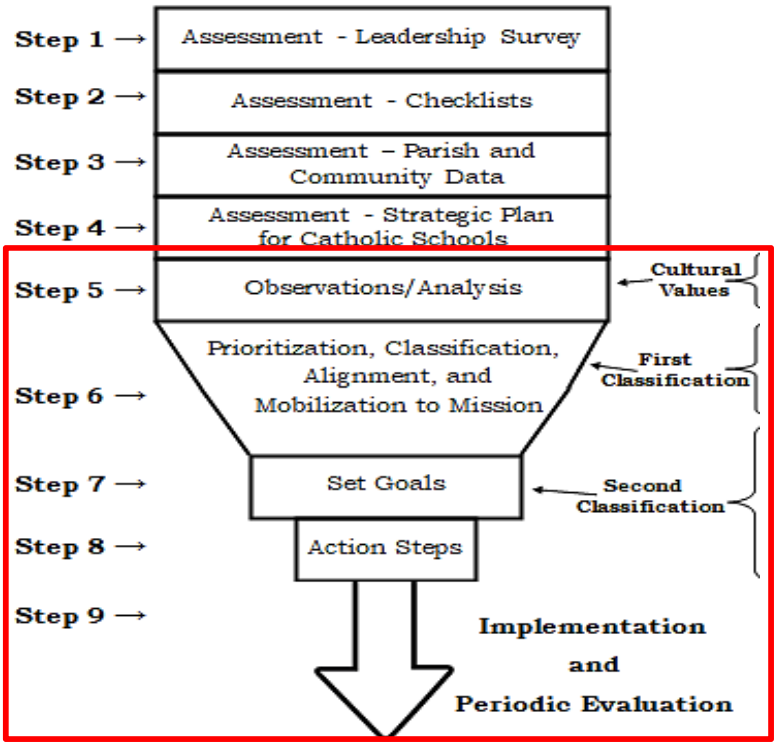
1. Health of Leadership Survey
2. Operations & Ministry Checklists
3. Parish & Community Data Analysis
4. School & Parish Key Recommendations

**Alignment**

5. Observations / Analysis
6. Prioritization, Classification, Alignment, and Mobilization to Mission
7. Set Goals

**Action**

8. Action Steps
9. Implementation and Periodic Evaluation




## NEXT STEPS

1. Finalize members of their PMP team (Pastor / Pastoral Leader)
2. Complete online Health of Leadership Survey (Pastor / Pastoral Leader)
   - ❖ **two weeks prior to the first PMP team meeting**
3. Assign and distribute the operational & ministry checklists to the appropriate personnel for completion.
   - ❖ **The checklists are to be submitted to the Pastor/Pastoral Leader two weeks prior to the first PMP meeting. Please have copies for all the PMP team members.**
4. Schedule first planning meeting with the whole team (Team Facilitator)
   - ❖ At the first planning meeting, schedule all remaining planning meetings - **2 or 3 per month,**
   - ❖ Sends planning meeting schedule to all team members, Curia support person and pastserv@gbdioc.org.
5. Attend MissionInsite Training Webinar (Tech Person)
6. Download the MissionInsite data so that it is available for Step 3 of the planning process.

# CURIA SUPPORT TEAM

*We are here and there for you!*

**TAB 3: page 17**

## Parish Mission Planning Support Team

- **Jane Angha**
  Young Adult Coordinator & Hospitality
- **David Bisono**
  Hispanic and Multicultural Director
- **Todd Blahnik**
  Catholic Schools Superintendent
- **Gabriela Chavez**
  Parish Planning Coordinator
- **Barry Metzentine**
  Parish Operations and Mission Planning in general
- **Joe Tremblay**
  All things Alpha and Evangelization
- **Patty Young**
  Management Support Coordinator
  (MissionInsite and Surveys)

# A DISCIPLES PRAYER

Diocese of Green Bay

Oh, Good Shepherd, Jesus,
Help me to imitate You and reflect Your image to others,
Especially those whom I guide and serve.

Help me to think with your mind,
To see and gaze with your eyes,
To hear with your ears,
To speak with the words of your mouth.

Lord Jesus, use me to carry forth your mission,
As your servant and disciple,
Help me to carry out this work with your hands,
To be a voice for You in all that I say and do.

Merciful Shepherd, Jesus,
Help me to live in your Person,
To share generously in the carrying of your cross,
So that many others may be saved,
By coming to know and love You
Through my simple, faithful witness.

Glory be to the Father,
and to the Son and to the Holy Spirit,
As it was in the beginning,
is now and ever shall be, world without end.
Amen.

24