

"How to" for Evangelization Teams

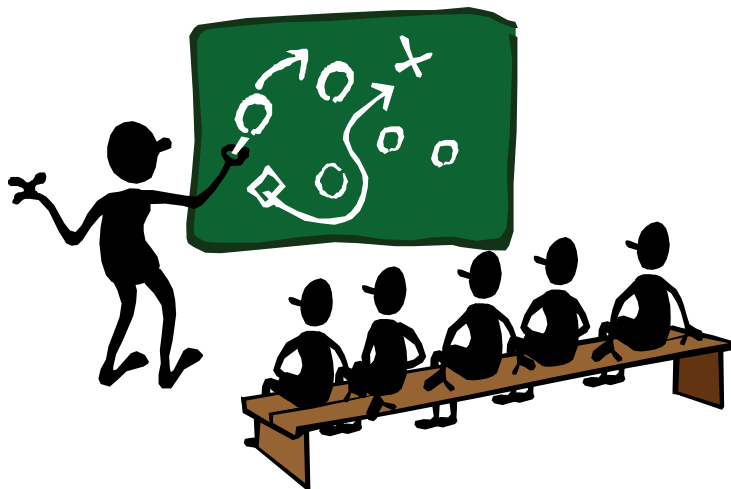


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Development of EVANGELIZATION TEAM

Evangelization means bringing the Good News of Jesus into every human situation and seeking to convert individuals and society by the divine power of the Gospel itself.

(Go and Make Disciples, pg. 10)

Mission of Evangelization Team

- To raise the level of awareness within the parish of their role in evangelization.
- To assist the parish in becoming a more effective evangelizing community.

Note: the EVANGELIZATION TEAM acts as a catalyst for evangelization to happen in the parish. They are not the sole evangelizers in the Parish.

Make-up and Qualities of Team

- 10-12 people
- Comfortable with faith sharing
- Spirit of prayer
- Loves the Church and has a good sense of parish
- Mature in faith and compassionate heart
- Sensible
- Works well with people

Responsibility of the Chairperson

- Ongoing communication with Pastor
- Report to Pastoral Council on team's vision, activities, role
- Keep in contact with members
- Prepare agenda and materials for meeting
- Facilitate the meeting
- Assist team members with their assignments

Responsibility of the Team Members

- Regularly attend the meetings
- Come ready for discussion of agenda items
- Share in the responsibility of seeing that the agenda is carried out, e.g. leading prayer, staying focused, respecting length of meeting time, etc.
- Take responsibility for goals established
- Support other team members

Meetings

- Meet on a regular basis, usually once a month or more often if needed
- Meet for ninety minutes
- Begin with prayer that includes faith sharing
- Attend to agenda items
- End with refreshments

Time Commitment

- Members are asked to be on the team for at least two years if possible, renewable every June.



Forming an EVANGELIZATION TEAM
Meeting One
Discerning Names for EVANGELIZATION TEAM

Date of Meeting #1 _____

Purpose

To determine possible names for an EVANGELIZATION TEAM and a method of inviting them to Meeting #2.

Who attends?

Pastor, pastoral council, leaders in the parish and those interested in Evangelization.

Opening Prayer

- *Scripture:* Matthew 4:18-22.
- *Share:* What word or phrase strikes me? What is Christ asking of us in this reading? How might this reading influence our meeting?
- *Pray:* Our Father

Agenda

- Take a few minutes of silence to allow each person to write down names of parishioners they feel have the gifts to serve on the EVANGELIZATION TEAM. (Refer to: **Development of EVANGELIZATION TEAM**)
- List names on large paper (newsprint), check those mentioned more than once.
- Pray for all those whose names have been mentioned.
- From names listed select those to be invited.
- Determine who will invite each person to the next meeting.*
- Establish date for Meeting #2: _____
- Look over agenda for next meeting and assign various tasks (refer to pg. 5)

***Inviting a person to meeting #2**

Be brief in your explanation when approaching a person, the purpose is to invite the person to the meeting to learn more about the EVANGELIZATION TEAM.

Sample Dialogue

The pastor and pastoral council see a real need to establish an EVANGELIZATION TEAM in the parish. We are all called to share our faith but we need people to continue to remind us of that mission. A number of us met to look at a list of possible people we think would be great for this ministry. Your name surfaced a number of times and we think you have some wonderful gifts to offer.

I know that this is all new to you and I don't want you to decide right away. What I am asking is: "Could you come to a meeting on (date and time) to learn more about the EVANGELIZATION TEAM?" (Give clear directions, length of meeting, and offer to drive if necessary.)

(A few days before the meeting call to remind the person again.)

Forming an EVANGELIZATION TEAM

Meeting Two

INFORMATION MEETING

Date of Meeting #2: _____

Purpose

To explain the role of the EVANGELIZATION TEAM and get a commitment from those who have been asked to consider being part of the team.

Materials needed

A copy of **Development of EVANGELIZATION TEAM** (pg.3) for each attendee, sample of the Document: *Go and Make Disciples*, nametags, refreshments.

Who attends?

All those present at the last meeting and the guests that were invited to learn more about the EVANGELIZATION TEAM.

Before opening prayer, welcome all ‘guests’ and have introductions.

Opening Prayer

- *Scripture:* Matthew 28: 16-20. *The Great Commission*
- *Share:* What word or phrase strikes me? What is Christ asking of us in this reading? How might this reading influence our meeting?
- *Pray:* Lord, may the power of your Word continue to call us to deeper conversion and discipleship. May we remain faithful to your Word and live it out through our service and love. Amen.

Agenda

Explain why you invited them

- In the Church’s document: *Evangelization in the Modern World*, Pope Paul VI reminds us that evangelization is the central mission of the Church, it is the Church’s deepest identity. (refer to paragraph 14 in document)
- Evangelization is, therefore, the central focus of our parish.
- You have been invited to help us make this happen by establishing a parish EVANGELIZATION TEAM.

Explain Evangelization

- Introduce document: *Go and Make Disciples* (This is the basis for you ongoing meetings)
- Explain evangelization Teams (give each person a copy of sheet entitled: **Development of EVANGELIZATION TEAM**)

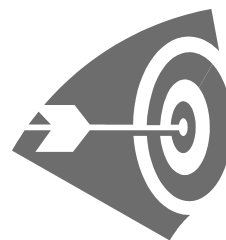
Invite

- Ask if they would consider being part of the EVANGELIZATION TEAM
- Questions and clarifications

Make commitment

- Ask for commitment for being on the team
- Set date for first EVANGELIZATION TEAM meeting Date: _____

Action Plan for EVANGELIZATION TEAM



Team Prepares Themselves

- Become a faith community
- Study *Go and Make Disciples**
- Learn about parish organization and committees and how they already evangelize
- Become aware of the demographics of the parish
- Discuss articles, listen to talks, watch DVD's that increase your understanding of Catholic evangelization
- Reflect on Scripture passages that highlight evangelization



Team Prepares the Parish Community

- Meet with organizations and committees: share the mission of the Church, explain evangelization, compliment them on the gifts they bring to the parish community, stress the need to continually be an "inviting" community.
- Hold a Parish meeting with for all parishioners and explain evangelization, highlighting points in *Go and Make Disciples*.
- Sponsor Holy Hours and retreat evenings on the theme of evangelization
- Provide Adult Formation Sessions and put articles in the bulletin on evangelization
- Speak to parishioners to get their input on the strengths and challenges of the parish
- Include evangelization in the Sunday prayers of petitions



Team develops specific plan (use Sample Objectives and Strategies pg. 7 and Worksheet pg. 8)



Team executes plan



Team evaluates plan

How and when will it be evaluated? Who is responsible?

*Paulist National Catholic Evangelization Association (PNCEA) 202-832-5022.
http://www.pncea.org/store/index.asp?DEPARTMENT_ID=67

- *Go and Make Disciples* (English and Spanish in one volume.) Number 0452. \$7.95
- *Go and Make Disciples: Text, Study Guide and Implementation Process*. Number 0240. \$5.95

Sample Objectives and Strategies for each Goal of Evangelization

In the Document: *Go and Make Disciples*, the US Bishops give us three goals to address. Under each goal there are many objectives. The EVANGELIZATION TEAM decides on one of these objectives for each goal and then decides a plan of action. Below are examples of that process.

Goal 1

To bring about in all Catholics such an enthusiasm for their faith that, in living their faith in Jesus, they freely share it with others.

Objective taken from this goal

"to make the evangelizing dimension of the Sunday Eucharist more explicit."

Strategy—Plan of action

- Parishioners share names and greetings at the beginning of each Mass.
- Invite guests to sign a ‘welcome book’ and follow up with a card or phone.
- Have a faith sharing question at Mass and in the bulletin.

Goal 2

To invite all people in the United States whatever their social or cultural background, to hear the message of salvation in Jesus Christ so they may come to join us in the fullness of faith in Christ.

Objective taken from this goal

"To help every Catholic feel comfortable about sharing his or her faith and inviting people to discover Christ in our Catholic family of believers."

Strategy—Plan of action

- Invite people to participate in small communities during the Lenten season.
- Introduce faith sharing at the parent meetings for First Communion.
- Highlight a parishioner once a month in the bulletin.

Goal 3

To foster Gospel values in our society, promoting the dignity of the human person, the importance of the family, and the common good of our society, so that our nation may continue to be transformed by the saving power of Jesus Christ.

Objective taken from this goal

"To involve parishes and local service groups in the needs of their neighborhood."

Strategy—Plan of action

- Develop a Lenten calendar with justice related suggestions.
- Have a ministry Sunday inviting parishioners to various areas of ministry.
- Work with the Youth to volunteer on a local project (ex. Habitat for Humanity).

Evangelization Worksheet

A different sheet is used for each goal.

Goal 1

To bring about in all Catholics such an enthusiasm for their faith that, in living their faith in Jesus, they freely share it with others.

Goal 2

To invite all people in the United States whatever their social or cultural background, to hear the message of salvation in Jesus Christ so they may come to join us in the fullness of faith in Christ.

Goal 3

To foster Gospel values in our society, promoting the dignity of the human person, the importance of the family, and the common good of our society, so that our nation may continue to be transformed by the saving power of Jesus Christ.

The goal we are working on: 1 2 3 (circle one)

Suggested objective from this goal: _____

Strategy: _____

Who is responsible for this strategy? _____

How will it be achieved? _____

When will it be achieved? _____

Where (if applicable)? _____

How and when will it be evaluated? _____

Additional Comments: _____

**Some Concrete Suggestions derived from
Goals 1, 2, and 3
in *Go and Make Disciples***

- | | |
|--|--|
| 1. Babysitting Service on Sundays | 14. Welcoming Team |
| 2. Religious books, CD, DVD lending library | 15. Follow-up of new Catholics from the RCIA |
| 3. Pamphlet rack | 16. Bereavement Committee |
| 4. Fellowship after Sunday Liturgies | 17. Specific outreach to inactive Catholics |
| 5. Parish sponsored Retreats and missions | 18. Social justice outreach |
| 6. Bible Study | 19. Nursing Home outreach |
| 7. Ministry Reflection Evening | 20. Parish “disabilities friendly” |
| 8. Lenten Small Christian Communities | 21. More creative use of media |
| 9. “Evangelization Corner” in bulletin | 22. Ecumenical and interfaith gatherings |
| 10. Outreach to college students | 23. Food pantries |
| 11. Workshops on evangelization | 24. Voter registration drives |
| 12. Yearly census or door-to-door visitation | 25. Support groups for those in the work force |
| 13. Greeters at Liturgy | 26. Network with justice organizations |

Role of the EVANGELIZATION TEAM IN LOOKING AT THESE 26 SUGGESTIONS:

1. Look over these suggestions.
2. Determine which ones already exist in the parish and if so, could they use an evangelizing focus?
3. If they do not exist is there a need for this suggestion in the parish?
4. If there is a need, the various ways to accomplish it are:
 - Approach the parish organization or ministry that is connected to this suggestions. (e.g. Liturgy Committee considers establishing greeters at Mass)
 - Approach the pastor and/or pastoral council to create a new group of people to research the possibilities of this ministry. (e.g. Bereavement Committee)
 - Have the EVANGELIZATION TEAM do it themselves (e.g. conducting a door-to-door visitation)

If the EVANGELIZATION TEAM is going to do it, follow the outline on page 8.





Obtaining Parish Information

This survey is meant to be enjoyable. If there is some information you cannot obtain, just pass over it. The exercise will provide information for future planning.

I. Basic Parish Information

A. PARISH MISSION STATEMENT

Most parishes have a parish mission statement. It can usually be found on the parish bulletin and/or the parish website. Obtain a copy and circle or write the words that speak of evangelization. Are these needs being addressed?

B. Parish Statistics

Some parishes or (Arch)diocesan Offices gather statistics on registrations, baptisms, funerals, average week attendance and more. Check with your parish to see if any of the following information is available. If so, register the results in the list below.

Registered Households	2002: _____	2006: _____	% Change: _____
Infants baptisms	2002: _____	2006: _____	% Change: _____
Funerals	2002: _____	2006: _____	% Change: _____
Avg. Wknd. Attendance	2002: _____	2006: _____	% Change: _____

Observations: _____



