

ALL AT THE TABLE



**Pastoral Priorities
for the
Roman Catholic Diocese of Boise
2008-2013**



Dear Friends in Christ,

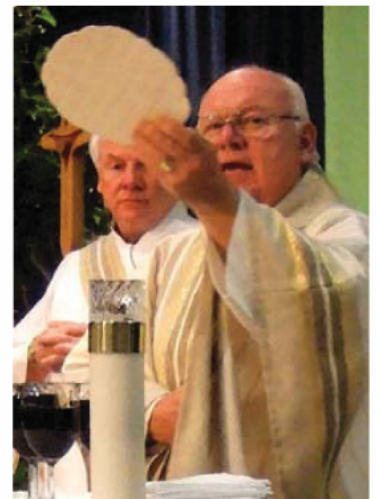
The image of a family table is central to our American tradition. It is at the table that we gather with family and friends to share our life experiences and celebrate our daily blessings. It is at the family table that we hear the stories of our ancestors and learn our family values. The image of table is also central to our Catholic tradition. It is at the Eucharistic table that we are nourished in our faith and formed by the values of our Church. It is at the Eucharistic table that we find the direction and strength to take what we believe out into the world. Finally, it is at the Eucharistic table that we are joined in communion with other pilgrims on the journey. It is no wonder that as I reflected on my hopes and dreams for the Diocese of Boise the image of a table came to mind – a table where all the faithful would be invited to ***use their unique gifts and particular roles to grow in personal holiness, to transform our parish communities, and to renew our world.*** This is the essence of what it means to be “All at the Table.”

In seeking to become a Church of Idaho that embodies this vision, I invited Catholics from across the diocese to offer their input. The material gathered was reviewed, evaluated, and eventually integrated into the pastoral plan we have before us. Four particular priority areas have been identified that will deserve our attention and action over the course of the next 5 years. I invite all of our priests, deacons, religious, and laity to join me in the implementation of our pastoral plan.

As we move forward into the future, we do so in a spirit of promise and hope. I remain ever thankful for the diversity of gifts found among our people which enrich our diocese and make manifest God’s love throughout our state. Utilizing our collective wisdom and faith, I have no doubt that together we will be able to use this opportunity to build a Church of Idaho where all are at the table!

Sincerely yours in Christ,

Most Reverend Michael P. Driscoll, M.S.W., D.D.
Bishop of Boise



OVERVIEW

WHAT IS A PASTORAL PLAN?

A pastoral plan is a major initiative of the diocesan Church that seeks to identify key priority areas within the diocese. It provides a common “roadmap” for how parishes, schools, campus ministries, councils, diocesan offices, Catholic organizations and groups, as well as individual parishioners can collectively and collaboratively respond to the spiritual and pastoral needs of the Catholic community and those served by it.

WHAT IS A PASTORAL PLAN MEANT TO DO?

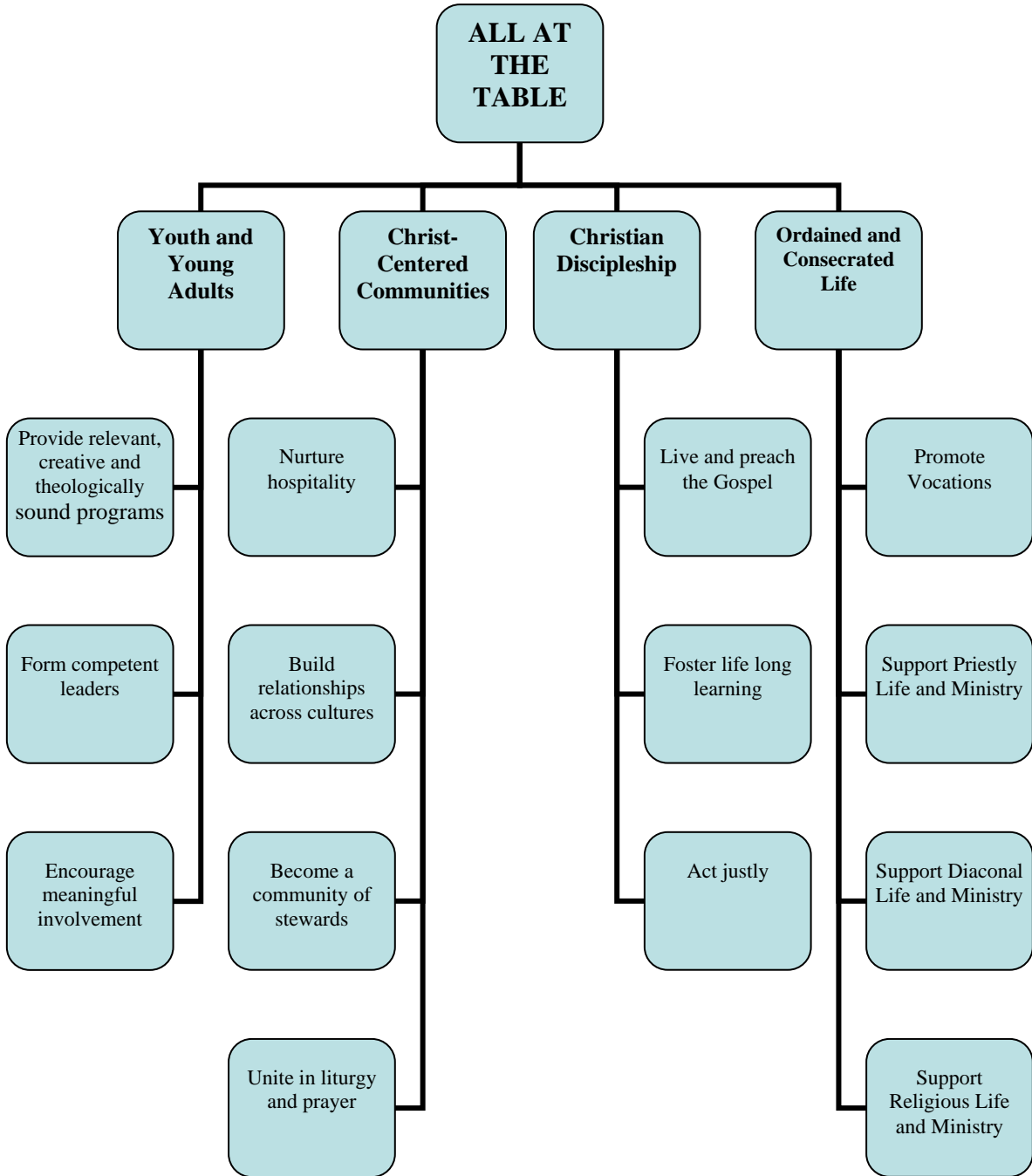
Through a process of pastoral planning, the diocesan Bishop invites the clergy, religious, and laity to enter a time of discernment around the mission of the Church and, together with the Bishop, create a life-giving vision for our future. By its very nature, pastoral planning is built on consultation and dialogue that leads to action as the needs of the diocese are assessed, the effectiveness of existing programs are evaluated, and creative ideas are generated that respect our diocesan heritage while ensuring our ongoing vitality and sustainability. Plainly stated, pastoral planning seeks to assess “**what is,**” decide “**what should be,**” and then develop a focused course of action for advancing the diocese from where it *is* to where it *should be*.

“ALL AT THE TABLE” PASTORAL PLAN

In 2007 Bishop Michael P. Driscoll announced his desire to begin a pastoral planning process entitled “*All at the Table.*” The intent was to discern ways to build a Church of Idaho ***where all would be invited to use their unique gifts and particular roles to grow in personal holiness, to transform our parish communities, and to renew our world.*** Input was solicited from parishioners and pastoral leaders across the state via an “*All at the Table*” survey. This information was disseminated and discussed by pastoral leaders at Convocation 2008. While recognizing and celebrating the considerable pastoral, sacramental, catechetical, and charitable work that is being performed throughout the diocese on a daily basis, Convocation 2008 also identified several areas that warrant diocesan-wide attention. Through a process of ongoing consultation and deliberation, eight (8) generalized areas of pastoral concern emerged: Youth and Young Adults, Cultural Diversity, Stewardship, Hospitality, Evangelization, Formation, Ordained Life and Ministry, and Discipleship. Based on input and recommendations from Convocation 2009, these areas were then further consolidated into the four (4) specific priorities (listed on page 3). These priority areas form the cornerstone of our pastoral plan by providing a “snapshot” of what it means to be an “*All at the Table*” community. They present clear areas of focus for our pastoral efforts as together we discern where “we are,” where “we want to be” in the future, and how we plan to get there.



OUR PASTORAL PRIORITIES



HOW TO READ OUR PASTORAL PLAN

Each priority area begins with a **goal statement**. The purpose of this broadly-stated objective is to focus our attention on *what* needs to be done in order to advance our diocesan vision. It provides, in other words, the overarching “target” we hope to accomplish through our pastoral efforts in that particular priority area.

Suggested **strategies** are then offered for consideration. The purpose of the strategy is to focus our attention on ways we can accomplish our goal in each priority area. Some of these strategies, by their nature, need to be implemented on the diocesan level, while other initiatives are more appropriately implemented at the local level.

Strategy alone is no guarantee of success. The success of our pastoral plan will ultimately depend on how well our strategies are implemented. This means action at every level. With that in mind, a number of possible **actions** are proposed. These actions are not mandated, but are simply an attempt to help provide practical ideas on what can be done to best implement the strategies. Keenly aware that each parish is unique, it is up to the Pastor and his pastoral leadership to reflect on, adapt, and implement the pastoral actions most needed and relevant to their parish community. Parishes, deaneries, councils, Catholic organizations and groups, schools, and campus ministries are encouraged to use the actions provided as a “springboard” to guide their own brainstorming and pastoral planning.

HOW TO IMPLEMENT OUR PASTORAL PLAN

The success of our diocesan pastoral plan depends on the degree to which the strategies in each priority area are implemented. What concrete “action,” in other words, is being taken to achieve our goals and move forward our vision? This is the role of action plans. Action plans fill in the details by identifying the **how, who, and when** of the pastoral plan. They lay out specific steps necessary to achieve each strategy and assign timetables and accountability to these steps. The action plan serves as a means of coordinating and focusing our resources while providing an understanding of how our efforts (at every level) fit into the larger *All at the Table* vision.

1. Each **parish** is to focus on one or more of the suggested strategies in each priority area and develop an action plan which is reflective of local needs and realities.
2. Based on input from the parish action plans, each **deanery** is to discern realistic “deanery-wide” activities for each priority area that promote collaboration, network, and the sharing of resources.
3. **Catholic schools** and **campus ministries** are to seek ways to integrate the diocesan priorities into their own strategic planning.



4. **Councils** at all levels are to use the pastoral plan to guide their deliberations and recommendations.

5. **Catholic organizations and groups** (i.e., religious communities, Knights of Columbus, Council of Catholic Women, St. Vincent De Paul, etc.) are invited to use the pastoral plan to inform and guide their unique ministries.



6. The **Diocese** is to oversee the pastoral planning process and provide ongoing support to the various groups as they organize and implement their action plans.

The success of our diocesan pastoral plan also depends on the willingness of all involved to actively promote the plan and implement the designated actions plans in a timely and responsible manner. The process of pastoral planning is an opportunity to break away from “*business as usual*” and to vision together what we **can** do to be a Church of Idaho “*where all are invited to use their unique gifts and particular roles to grow in personal holiness, to transform our parish community, and to renew our world*” (*All at the Table* Vision Statement).

Whereas some may believe that pastoral planning leads to “more” work, the reality is that it should lead to “different” work as together we strive to bring to life our *All at the Table* vision. With this in mind, it is important that all pastors, parish life directors, councils, deaneries, and schools take the necessary steps to engage in the pastoral planning process. Ongoing communication, clear and concise reporting, as well as responsible adherence to designated timelines and requests is expected.



OVERVIEW OF OUR PASTORAL PRIORITIES

Pastoral Priority **YOUTH AND YOUNG ADULTS**

...the younger generation too yearns for a deep and demanding faith in Jesus Christ. They want to have an active role in the Church, and to be sent out in the name of Christ to evangelize and transform the world around them. Young people are ready to commit themselves to the Gospel message if it is presented in all its nobility and liberating force. (Pope John Paul II, Message to the Northwest Bishops, 1998)

Goal Statement: THE CHURCH OF IDAHO INVITES AND ENGAGES YOUTH AND YOUNG ADULTS IN THE LIFE AND MISSION OF THE CHURCH.

Strategy 1: Provide relevant, creative, and theologically sound programs.

Possible actions:

- 1.1 Work with diocesan Regional Coordinators to assess effectiveness of current parish programs and ministries.
- 1.2 Integrate new methods and styles of teaching and reaching out to youth and young adults.
- 1.3 Actively listen to youth and young adults when designing and evaluating programs and events.
- 1.4 Collaborate by sharing resources and personnel for inter-parish and regional events.



Strategy 2: Form competent leaders

Possible actions:

- 2.1 Utilize Church documents and nationally recommended competencies to assess and guide current efforts.
- 2.2 Develop clear job descriptions and evaluations for Coordinators of Youth Ministry and Young Adult Ministry according to diocesan guidelines.
- 2.3 Establish mentoring relationships between new and experienced ministry coordinators.
- 2.4 Support and provide funding for the ongoing professional formation of Youth Ministry Coordinators and Young Adult Ministry Coordinators.

Strategy 3: Encourage meaningful involvement

Possible actions:

- 3.1 Introduce youth and young adults to a variety of prayer experiences to increase their understanding and participation.
- 3.2 Engage youth and young adults in leadership capacities when planning programs and events.
- 3.3 Include more than one youth and young adult representative on pastoral council and parish committees.

Pastoral Priority **CHRIST CENTERED COMMUNITIES**

It is not therefore a matter of inventing a "new program." The program already exists: it is the plan found in the Gospel and in the living Tradition, it is the same as ever. Ultimately, it has its centre in Christ himself, who is to be known, loved and imitated, so that in him we may live the life of the Trinity and with him transform history until its fulfillment in the heavenly Jerusalem. This is a program which does not change with shifts of times and cultures ... But it must be translated into pastoral initiatives adapted to the circumstances of each community ... It is in the local churches that the specific features of a detailed pastoral plan can be identified — goals and methods, formation and enrichment of the people involved, the search for the necessary resources — which will enable the proclamation of Christ to reach people, mould communities, and have a deep and incisive influence in bringing Gospel values to bear in society and culture. (Pope John Paul II, Novo Millennio Ineunte, 2001, Section 3, paragraph 29)



Goal Statement: **ROOTED IN PRAYER, THE CHURCH OF IDAHO WELCOMES, RESPECTS, AND SEEKS THE FULL PARTICIPATION OF ALL.**

Strategy 1: **Nurture hospitality**

Possible actions:

- 1.1 Utilize “greeters” from all parish demographics to promote an environment of hospitality at all parish events.
- 1.2 Create warm and inviting gathering spaces for all parish celebrations and meetings.
- 1.3 Encourage all parish groups and ministries to reach out, invite, and welcome a diversity of people to participate in parish activities.

Strategy 2: Build relationships across cultures

Possible actions:

- 2.1 Identify, invite, and provide training for members of cultural populations for ministry in the local Church.
- 2.2 Seek culturally diverse representation on parish, deanery, finance, and diocesan councils.
- 2.3 Promote collaboration among cultures and ministries, especially when organizing common parish-wide events such as parish picnics, ministry fairs, and bilingual or multicultural liturgies.
- 2.4 Network with local interfaith and civic organizations to meet the unique needs of immigrant communities.



Strategy 3: Become a community of stewards

Possible actions:

- 3.1 Establish a parish Stewardship Council to work with the pastor in creating a stewardship vision for the parish.
- 3.2 Conduct an annual parish appeal of time, talent, and treasure to call forth gifts and to increase parishioner understanding and participation in the life of the Church.
- 3.3 Annually review parish programs, activities, and budget to ensure the responsible use of all parish resources (staff, volunteers, property, finances, etc.).
- 3.4 Model stewardship by allocating a percentage of the parish collection for charity.

Strategy 4: Unite in liturgy and prayer

Possible actions:

- 4.1 Enhance liturgy as the unifying force for the parish community.
- 4.2 Integrate prayer into all parish gatherings and activities.
- 4.3 Offer liturgy, sacraments, traditions, and devotions in the context and language that best ensures the full participation of cultural and generational groups.
- 4.4 Draw upon the depth and breadth of Catholic spirituality and devotion to enhance individual and communal prayer life.



Pastoral Priority
CHRISTIAN DISCIPLESHIP



Sharing in the function of Christ, priest, prophet and king, the laity have an active part of their own in the life and activity of the church. Their activity within the church communities is so necessary that without it the apostolate of the pastors will frequently be unable to obtain its full effect. (Second Vatican Council, Decree on the Apostolate of Lay People, #10)

Goal Statement: THE CHURCH OF IDAHO CALLS EACH BAPTIZED CATHOLIC TO A LIFELONG JOURNEY OF CONVERSION, FORMATION, AND ACTIVE PRACTICE IN THE LIFE OF THE COMMUNITY.

Strategy 1: Live and preach the Gospel

Possible actions:

- 1.1 Engage the faithful in bringing the Good News into the entire society by word and action.
- 1.2 Use all means of communication to make Christ's presence known, especially to non-practicing and alienated Catholics.
- 1.3 Use homilies and catechesis to promote a broad understanding of Catholic evangelization as encouraged in church documents.
- 1.4 Provide opportunities for interfaith prayer, dialogue, and social outreach as a way of witnessing to and sharing faith.
- 1.5 Promote each Catholic household as a domestic Church and develop programs that strengthen Christian marriage and family life.

Strategy 2: Foster life long learning

Possible actions:

- 2.1 Establish ongoing formation, education, supervision, and evaluation for all parish ministers and leaders.
- 2.2 Support and form parents as first teachers of faith to their children.
- 2.3 Provide opportunities for all parish members to learn, share, and teach the faith.
- 2.4 Promote the benefits of Catholic school education.



Strategy 3: Act justly

Possible Actions:

- 3.1 Support (time and treasure) parish and civic organizations that provide services to the poor.
- 3.2 Incorporate Catholic Social Teaching into homilies, bulletins, sacramental preparation, and all adult and youth catechetical programs.
- 3.3 Create parish Social Justice Committees to inform and engage the community in the social mission of the Church.



Pastoral Priority
ORDAINED AND CONSECRATED LIFE

Let the doctrine you teach be true nourishment for the people of God. Let the example of your life attract the followers of Christ, so that by word and action you may build up the house which is God's Church...Seek to bring the faithful together into a unified family and lead them effectively, through Christ and in the Holy Spirit, to God the Father. Always remember the example of the Good Shepherd who came not to be served but to serve, and to seek out and rescue those who were lost. (Rite of Ordination for Priest)



Goal Statement: THE CHURCH OF IDAHO SUPPORTS THE UNIQUE ROLE OF PRIESTS, DEACONS, AND RELIGIOUS IN THEIR PARTICULAR RESPONSIBILITIES TO PROCLAIM THE GOOD NEWS AND BUILD THE KINGDOM OF GOD.

Strategy 1: Promote Vocations

Possible actions:

- 1.1 Conduct regional "discernment days" for men and women exploring religious vocations.
- 1.2 Utilize vocation prayers and awareness materials in school and parish religious education curriculum at all grade levels.

- 1.3 Assist parents in their role as primary vocation promoters in their families.
- 1.4 Increase the number of seminarians and deacon candidates from all cultural groups.
- 1.5 Identify and call forth candidates who have the potential and ability to serve as future priests, deacons, and religious.

Strategy 2: Support Priestly Life and Ministry

Possible actions:

- 2.1 Utilize the Presbyteral Council as a vehicle to surface and address the needs of the presbyterate.
- 2.2 Encourage the creation of and participation in priest support groups.
- 2.3 Provide ongoing opportunities for clergy to strengthen their pastoral, financial, and administrative skills.
- 2.4 Create opportunities to recognize, affirm, and celebrate clergy as they transition from one parish to the next or to other ministries, including retirement.

Strategy 3: Support Diaconal Life and Ministry

Possible actions:

- 3.1 Encourage the Deacon Council to surface and address the needs of the diaconate.
- 3.2 Encourage the creation of and participation in deacon support groups.
- 3.3 Encourage collaboration between pastors and deacons in the creation of a written ministry agreement.
- 3.1 Make resources available for ongoing spiritual and educational development.

Strategy 4: Support Religious Life and Ministry

Possible actions:

- 4.1 Increase awareness and support of religious communities and their ministries.
- 4.2 Encourage religious priests, brothers, and sisters to participate in ongoing spiritual and ministerial development opportunities.
- 4.3 Encourage greater collaboration by utilizing the services/ministries provided by religious communities.
- 4.4 Host appreciation events to show gratitude for religious priests, brothers and sisters.



PROJECTED OUTCOMES

The active and faithful involvement of all groups will not only ensure the success of our “*All at the Table*” pastoral plan, it will ensure a Church of Idaho that is more vibrant, more active, and more prepared to address the challenges of the future. It is hoped that the successful implementation of our pastoral plan will lead to the following outcomes:

1. Each parish will have a trained and active Parish Pastoral Council that is attuned to the needs and concerns of the Catholic faithful.
2. Each parish will have a designated deanery representative who consistently attends both parish and deanery council meetings to facilitate the smooth and accurate exchange of information.
3. All Catholic groups will become more familiar with the process of pastoral planning and will be able to regularly use this process to assess the ongoing effectiveness of pastoral programs and services.
4. All groups will more effectively collaborate with one another in order to share resources, ideas, and best practices.
5. Councils at all levels will better understand their purpose and function and council members will be adequately prepared to exercise their consultative leadership.
6. The Bishop and his advisory councils will have more accurate, up-to-date information about the needs, concerns, and activities of our parishes and schools.
7. Parishioners, especially our youth and young adults, will be more actively involved in the life and mission of the parish.
8. Improved communication and a stronger sense of unity will exist throughout the diocese.
9. Priests, religious, and lay leaders will feel affirmed in their unique ministries and will find new and exciting ways to communicate and collaborate with one another.
10. Family life will be supported.
11. Vocations to the priesthood and religious life will increase.
12. The unique gifts and talents of parishioners will be recognized and called forth in service to the local community.



APPENDIX 1 ROLES AND RESPONSIBILITIES

Pastoral planning is a process by which a faith community, with a deep appreciation of its past and an understanding of its present strengths and weaknesses, seeks to respond to the spiritual and pastoral needs of the people within and beyond the community. As such, it is not the sole responsibility of one person, namely the diocesan Bishop. Rather, it is the collective work of the entire Church of Idaho.

Within the strategic planning process, however, certain individuals and groups are tasked with clearly defined roles and responsibilities. Many of these responsibilities are affirmed in the Code of Canon Law, the Constitutions of the Diocesan and Deanery Pastoral Councils, and the Diocesan Pastoral Procedures and Policies Manual. In order for our pastoral plan to succeed, each individual/group must be attentive to his/her specific area(s) of responsibility.

PASTOR

The parish priest is the proper pastor of the parish entrusted to him. He exercises the pastoral care of the community entrusted to him under the authority of the diocesan Bishop, whose ministry of Christ he is called to share, so that for this community he may carry out the offices of teaching, sanctifying, and ruling with the cooperation of other priests or deacons and with the assistance of lay members of Christ's faithful, in accordance with law. (Canon #519)

In our diocesan strategic planning process, the Pastor has the responsibility to:

- Make sure that a functioning Parish Pastoral Council exists and meets on a regular basis (at least 8 times annually).
- Send an updated list of Parish Pastoral Council membership to the Chancery office each year. Specific contact information for the Parish Pastoral Council president and Parish Deanery Representative is to be included.
- Appoint a Parish Pastoral Council member to attend Deanery Pastoral Council meetings.
- Ensure funding for parish representative to attend Deanery Pastoral Council meetings.
- Ensure that time for a "Deanery Pastoral Council report" is scheduled at each parish council meeting.
- Talk with parish representative before and after each Deanery Pastoral Council meeting to ensure that needed information gets back and forth, concerns are reported, etc.

- Utilize the appropriate diocesan reporting/planning forms to actively engage the Parish Pastoral Council, staff, and parishioners in an assessment of parish efforts/needs in each priority area.
- Work with the Parish Pastoral Council to discern ways to communicate the parish action plans and progress of implementation with the larger parish community.
- Work with parishioners and parish staff (paid/volunteer) to ensure the implementation of parish action plans.
- Ensure that a completed parish action plan for each priority area is submitted to the Deanery Pastoral Council and to the Chancery when requested. Each completed action plan is to be signed by the Pastor and the Parish Pastoral Council president.

PARISH LIFE DIRECTOR

A Parish Life Director (PLD) is a professional minister who is entrusted by the Bishop with a “participation in the exercise of the pastoral care of the parish.” (Canon 517.2) The PLD is appointed by the Bishop and is responsible to the Priest Moderator. In collaboration with the Priest Moderator and a Sacramental Minister, the PLD has the responsibility of overseeing the pastoral care and organizational leadership for a parish community without a pastor. (Diocesan Policies and Procedures, 2007)

In our diocesan strategic planning process, the Parish Life Director has the responsibility to:

- Work with the Priest Moderator to make sure that a functioning Parish Pastoral Council exists and meets on a regular basis (at least 8 times annually).
- Send an updated list of Parish Pastoral Council membership to the Chancery office each year. Specific contact information for the Parish Pastoral Council president and Parish Deanery Representative is to be included.
- Appoint a Parish Pastoral Council member to attend Deanery Pastoral Council meetings.
- Ensure funding for parish representative to attend Deanery Pastoral Council meetings.
- Ensure that time for a “Deanery Pastoral Council report” is scheduled at each parish council meeting.
- Talk with parish representative before and after each Deanery Pastoral Council meeting to ensure that needed information gets back and forth, concerns are reported, etc.
- Utilize the appropriate diocesan reporting/planning forms to actively engage the Parish Pastoral Council, staff, and parishioners in an assessment of parish efforts/needs in each priority area.

- Work with the Priest Moderator, Sacramental Minister, and Parish Pastoral Council to discern ways to communicate the parish action plan and progress of implementation with the larger parish community.
- Work with the Priest Moderator, Sacramental Minister, parishioners, and parish staff (paid/volunteer) to ensure the implementation of parish action plans.
- Ensure that a completed parish action plan for each priority area is submitted to the Deanery Pastoral Council and to the Chancery when requested. Completed plans are to be signed by the Parish Life Director, the Priest Moderator, and the Parish Pastoral Council president.

PARISH PASTORAL COUNCIL

In the Diocese of Boise each parish is to have a Parish Pastoral Council in addition to the Parish Finance Council. Each pastor presides over it, and through it the Christian faithful along with those who share in the pastoral care of the parish in virtue of their office give help in the fostering of pastoral activity. This Parish Pastoral Council has only a consultative vote and is regulated by the norms laid down by the diocesan Bishop. (Diocesan Polices and Practices, 2007; cf Canon 536.1.2)

In our diocesan strategic planning process, the Parish Pastoral Council has the responsibility to:

- Meet regularly (at least 8 times a year)
- Recommend to the Pastor/Parish Life Director a council member to serve as the parish representative to the Deanery Pastoral Council.
- Assist the pastor in gathering information from appropriate persons/groups to incorporate into the parish reports to the Deanery Pastoral Council (i.e., DRE, Youth Minister, cultural groups, catechists, parents, etc.). Such information can include upcoming parish activities that are open to everybody in the deanery, deanery-wide areas of concern, and any additional information that is needed from the parish for the strategic plan goals/objectives.
- Include discussion time on the pastoral plan at each council meeting.
- Provide information to the deanery representative at each meeting.
- Participate in council training and ongoing formation sponsored by the diocese.
- Work with the pastor, parishioners, and pastoral staff to create realistic parish action plans for each designated priority area.
- Work with the pastor and pastoral staff to evaluate the progress of parish efforts in each priority area.
- Submit an end-of-the-year evaluation report to the Deanery Pastoral Council and to the Chancery which details the action(s) taken in the identified priority area.

PARISH PASTORAL COUNCIL REPRESENTATIVE

In our diocesan strategic planning process, the Parish Council representative to the Deanery Pastoral Council has the responsibility to:

- Attend Parish Pastoral Council meetings. At meeting the representative will:
 1. Give report/update on the work of the Deanery Pastoral Council.
 2. Request help to gather needed information requested by the Deanery Pastoral Council or the diocese.
 3. Collect parish concerns that need to be addressed at the deanery or diocesan level.
- Visit with pastor before and after each deanery meeting to gather and share information.
- Attend four (4) Deanery Pastoral Council meetings each year.
- May be selected to serve as a deanery representative to the Diocesan Pastoral Council which meets twice each year (Spring and Fall).
- May be asked to participate in the diocesan Convocation in June.
- Bring a written parish report to Deanery Pastoral Council meeting. This report could include:
 1. Strategic Plan information (may be forms to fill out)
 2. Parish activities, special events, presentations, and trainings, etc. that are open to all in deanery
 3. Ideas for shared events (e.g., adult faith formation, recreational events, liturgy workshops, ministry trainings, etc.
 4. Areas of parish concern and/or need
 5. Parish action plan for priority area

DEAN

The Dean is to convene meetings of the clergy, Parish Life Directors, Pastoral Associates, and other pastoral ministers of the deanery at regular intervals and whenever it may be necessary and appropriate to him or to the diocesan Bishop. The principal purposes of such meetings are to promote fraternity and cooperation in ministry and to provide a forum for discussion and consultation. The Dean is also responsible to lead and serve the Deanery Pastoral Council and to encourage deanery council meetings on a regular basis. (Diocesan Policies and Practices, 5.a)

In our diocesan strategic planning process, the Dean has the responsibility to:

- Help convene and facilitate the workings of the Deanery Pastoral Council.
- Work with the Deanery Pastoral Council president to set the agenda.

- Convey information from the Deanery Pastoral Council to the Presbyteral Council.
- Convey information from the Presbyteral Council back to the Deanery Pastoral Council.
- Attend deanery leadership meetings and give report/gather information pertinent to the ongoing implementation of the pastoral plan.
- Seek the active participation of all deanery parishes in the pastoral planning process.
- Identify a priest delegate to attend Deanery Pastoral Council meetings if he is not able to personally attend.
- Accept other responsibilities as requested by the Bishop.

DEANERY PASTORAL COUNCIL

The Deanery Pastoral Council exists to work in conjunction with the parishes, priests, and people of the local deanery, as well as with the Diocesan Pastoral Council, so that the deanery might become a vital intermediate level of church. The Deanery Pastoral Council will help discern areas of pastoral need at the deanery level, will make suggestions, and shall help to coordinate and implement whatever is needed at the deanery level. It will also furnish representatives from its membership to serve as deanery representatives on the Diocesan Pastoral Council. The diocesan Bishop may also assign other responsibilities. (Deanery Pastoral Council Constitution, article 1)

In our diocesan strategic planning process, the Deanery Pastoral Council has the responsibility to:

- Ensure that a representative from each parish and mission, plus a representative from special groups present within that deanery sit on the Council.
- Meet 4 times a year, before and after each Diocesan Pastoral Council meeting.
- Select a Deanery Pastoral Council president who, in consultation with the Dean, sets and distributes agenda on a timely basis.
- Receive and discuss parish reports and action plans.
- Discern possible deanery wide events with appropriate others based on common needs that surface from parish reports and action plans.
- Develop a deanery action plan for each priority area that addresses common areas of need identified in the parish reports, promotes collaboration, networking, and the sharing of resources.
- Submit a completed deanery action plan on each priority area to the Diocesan Pastoral Council and to the Chancery. Completed deanery action forms are to be signed by the Dean and the Deanery Pastoral Council president.

- Discuss other items and gather information as directed by Bishop.
- Discuss items of deanery concern to be brought to the Bishop's attention.
- Ensure that deanery council minutes are sent to all council members, deanery pastors and Parish Life Directors, and to Regional PLFF Coordinator.
- Choose two people to represent the deanery on the Diocesan Pastoral Council. These representatives do not need to be the deanery president or secretary.
- Send 2 representatives to the diocesan Convocation.
- Provide funding for deanery representatives to attend Convocation.

DEANERY PASTORAL COUNCIL REPRESENTATIVE

In our diocesan strategic planning process, the Deanery Pastoral Council representative has the responsibility to:

- Faithfully attend Diocesan Pastoral Council meetings.
- Bring written parish reports and deanery reports to the Diocesan Pastoral Council meeting.
- Competently speak about deanery reports, issues, and concerns.
- Distribute minutes and information from the Diocesan Pastoral Council back to the members of the Deanery Pastoral Council.
- Work with PLFF Regional Coordinator to ensure clarity about the pastoral plan process and expectations.

DIOCESAN PASTORAL COUNCIL

The Diocesan Pastoral Council serves as an advisory body to the Roman Catholic Bishop of Boise. Under his leadership, it shall prayerfully and with careful discernment explore needs and recommend pastoral policies that are in conformity with the message and mission of the Roman Catholic Church as revealed through the Gospel and the Church's living Tradition. (Diocesan Pastoral Council Constitution, article 1)

In our diocesan strategic planning process, the Diocesan Pastoral Council has the responsibility to:

- Meet 2 times a year in Boise.
- Ensure that two representatives from each deanery sit on the Council.

- Ensure that 1 representative from the diaconate community, lay ecclesial ministries, Catholic Charities of Idaho, various special populations (Hispanic, Native American), youth and young adults, and religious men and women working in the Diocese sit on the Council.
- Meet annually with the Presbyteral Council.
- Gather written deanery reports on each priority area and review to assess areas of collaboration and sharing of resources, allocation of diocesan services and resources, as well as areas that demand diocesan attention.
- Make recommendations to the Bishop in light of information gathered from parish and deanery reports.
- Share information with representatives to take back to their constituencies.
- Encourage and help evaluate current ministries while exploring the ongoing development of future ministries.
- Appoint 3 representatives to collaborate with representatives from the Presbyteral Council in the planning and implementation of the annual diocesan Convocation (Convocation Planning Team).
- Accept other responsibilities as requested by the Bishop.

DIOCESAN PASTORAL COUNCIL REPRESENTATIVE

In our diocesan strategic planning process, the Diocesan Pastoral Council representative has the responsibility to:

- Faithfully attend Diocesan Pastoral Council meetings in Boise (2 times a year). If unable to attend, the representative must make sure an alternative deanery representative is identified and fully briefed.
- Give deanery reports and share information on deanery successes, needs, requests, concerns, etc.
- Listen to and assesses information provided from all deaneries and make impartial recommendations to the Bishop.
- Accept other responsibilities as requested by the Bishop.
- Share information back with the Deanery Pastoral Council.

PRESBYTERAL COUNCIL

The Presbyteral Council (Council of Priests) exists to aid the diocesan Bishop in the governance of the diocese according to the norm of law. In union with the diocesan Bishop they promote the pastoral welfare of the People of God of the Diocese, represent the priest in the consultative processes of the diocese, and promote the general well-being of the priests of the diocese. (Diocesan Practices and Policies, 2007)

In our diocesan strategic planning process, the Presbyteral Council has the responsibility to:

- Ensure that time is set aside at each Presbyteral Council meeting to discuss the ongoing progress of the pastoral plan.
- Request reports from each Dean as to the work of the pastoral plan in that particular deanery.
- Request information from diocesan staff on the overall progress of the pastoral plan.
- Meet annually with the Diocesan Pastoral Council.
- Appoint 3 priest representatives to collaborate with representatives from the Presbyteral Council in the planning and implementation of the annual diocesan Convocation (Convocation Planning Team).
- Keep diocesan priests updated/informed on the progress of the pastoral plan.
- Solicit information and feedback from diocesan priests as needed or requested.
- Accept other responsibilities requested by the Bishop.

CATHOLIC SCHOOLS AND CAMPUS MINISTRIES

In our diocesan strategic planning process, Catholic schools and Campus Ministries have the responsibility to:

- Integrate the priorities of the diocesan pastoral plan in their own annual planning process.
- Seek ways to collaborate with the local parish community in the formation and implementation of parish action plans in each priority area as applicable.

CATHOLIC ORGANIZATIONS AND GROUPS

In our diocesan strategic planning process, Catholic organizations and groups have the responsibility to:

- Integrate the priorities of the diocesan pastoral plan in their own annual planning process and unique ministries as applicable.
- Seek ways to collaborate with the local parish community in the formation and implementation of parish action plans in each priority area as applicable.

PLFF REGIONAL COORDINATORS/DIOCESAN SUPPORT STAFF

In our diocesan strategic planning process, diocesan staff have the responsibility to:

- Assist the Deanery Pastoral Councils by clarifying directives, facilitating the strategic planning process, and providing resources, training and ongoing support.
- Attend the Diocesan Pastoral Council meetings as designated or requested.
- Report to the Presbyteral Council as requested.
- Provide services to parishes and deaneries as needed or requested.
- Assist with the planning and publicity of Convocation.
- Accept other responsibilities requested by the Bishop.

PASTORAL PLAN STEERING COMMITTEE

In our diocesan strategic planning process, the Pastoral Plan Steering Committee has the responsibility to:

- Oversee the overall direction and implementation of the pastoral plan.
- Establish clear timelines for the ongoing implementation of the pastoral plan.
- Be appointed (clerical and lay) by the Bishop.
- Provide regular communication to all groups (deans, priests, councils, schools, etc.)
- Monitor the progress of the plan and make any adjustments as needed.
- Provide regular reports/updates to the Bishop, Presbyteral Council, Diocesan Pastoral Council, and Bishop's Cabinet on the progress of the pastoral plan as requested.
- Work with councils and Deans to oversee accountability and the timely submission of parish and deanery reports and action plans.
- Accept other responsibilities as requested by the Bishop.

CONVOCATION PLANNING TEAM

In our diocesan strategic planning process, the Convocation Planning Team (comprised of members from the Presbyteral and Diocesan Pastoral Councils) has the responsibility to:

- Work with the Bishop and designated diocesan staff to identify a theme for Convocation and ensure that it is in line with the priority areas outlined in the pastoral plan.
- Work with the Bishop and designated diocesan staff to plan and oversee the annual diocesan Convocation.
- Work with designated diocesan staff to secure appropriate speakers/presenters.
- Work with the Bishop and designated diocesan staff to solicit input and evaluation of the annual diocesan Convocation.
- Accept other responsibilities as requested by the Bishop.

APPENDIX 2 ADDITIONAL SUGGESTED ACTIONS

YOUTH AND YOUNG ADULTS

A. Provide relevant, creative, and theologically sound programs

- Create a comprehensive youth ministry program that integrates the elements of catechesis, community-building, evangelization, justice and service, leadership development, pastoral care, and prayer and worship.
- Incorporate appropriate catechesis on “*Renewing the Vision*” into parent meetings as a way to help parents better understand the Church’s multi-faceted ministry to youth.
- Sponsor “listening” sessions (one for youth; one for young adults) to discern needs, address areas of interest and/or concern, offer affirmation, and personally invite into fuller parish participation.
- Collaborate with neighboring parishes to provide for youth/young adults needs (i.e. joint events, pool resources to fund youth and young adult ministry positions, etc.).
- Incorporate sound Catholic catechesis and a variety of prayer experiences into all youth gatherings as a way to help young people know the traditions, teachings, stories, practices, and prayers of the faith community.
- Remember that young people live in a variety of family situations/settings (traditional, blended, non-married, divorced) and plan accordingly.
- Provide opportunities for young people to come to a better understanding of Catholic Social Teaching and the social mission of the Church.
- Expand retreat offerings and gatherings to address topics relevant to youth and young adults.
- Utilize internet technologies to reach out to youth and young adults.
- Regularly incorporate “Gift Discernment” and vocation discussions into all youth ministry and young adult ministry programs.

B. Form competent leaders

- Read and study the U.S. Bishops’ document “*Renewing the Vision*” in order to gain a clear understanding of the basic components of comprehensive youth ministry.

- Read and study the U.S. Bishops' document "*Sons and Daughters of the Light.*" in order to gain a clear understanding of the basic components of comprehensive young adult ministry.
- Train youth and young adults from all cultural groups to serve as "peer ministers" who can reach out and invite their peers to participate in the life and mission of the Church.
- Actively listen to and involve youth and young adult ministers in the development of ongoing formation workshops, programs, and trainings.

C. Encourage meaningful involvement

- Provide opportunities and funding to help youth/young adults participate in regional, diocesan, national, and international events as a way of giving them a sense of belonging to the larger, universal Church.
- Sponsor a "Ministry Fair" dedicated just to the youth and young adults as a way of inviting and engaging them more fully in pastoral and liturgical ministries.
- Provide opportunities for youth and young adults to identify local needs, reflect on possible action, and engage in compassionate acts of service.
- Host a monthly parish/deanery "Adore" night that incorporates modern religious music with the traditional practice of Eucharistic Adoration.
- Provide local opportunities for youth and young adults to put their faith into action through justice and service projects, pilgrimages, public expressions of worship, etc.
- Engage youth and young adults in designing and maintaining age appropriate pages on the parish website.
- Have youth produce short video celebrating their involvement in the parish and larger civic community.
- Recruit youth and/or young adults to document the history of the parish (i.e., significant parish/deanery events, oral histories from parishioners, etc.)
- Seek ways to personally acknowledge the gifts of young people and invite them to use those gifts in all areas of service to the Church.

CHRIST-CENTERED COMMUNITIES

A. Nurture hospitality

- Promote and model hospitality each time parishioners gather, no matter how large or small the group.

- Encourage pastoral leaders and staff to be visibly present at major parish gatherings and greet parishioners before and/or after Mass.
- Be responsive to incoming calls and requests for assistance.
- Utilize a variety of communication/media tools to recognize and celebrate significant achievements of parish members.
- Offer child care opportunities at parish functions.
- Start a parish Welcoming Committee that engages parishioners in greeting and supporting newcomers.
- Intentionally invite and include newcomers, ethnic groups, and other marginal members to social events.
- Be attentive to the needs of the home-bound, the elderly, as well as those with mobility, vision, or hearing impairments.
- Create parish bereavement ministry to offer support, assistance, funeral planning, etc. to grieving families.
- Recognize the demands of family life when planning and scheduling parish liturgies, programs, and events.
- Schedule a “Come and See” evening where newcomers may get to know the parish/parish ministries.
- Provide a process (phone calls, email, postcard, visit) to follow up with newly-registered parishioners to help answer any questions they have and to integrate them into the community more quickly and effectively
- Make special effort to welcome young families with children at Mass.
- Seek ways to provide support for divorced and separated Catholics and their families.

B. Build relationships across cultures

- Find opportunities for parishioners to come to a deeper appreciation and understanding of cultural differences and devotions present within the community.
- Ensure that liturgies and other sacraments are available to Spanish-speaking and other non-English speaking communities throughout the diocese.
- Integrate cultural customs and language whenever possible in liturgy, prayers, and other sacramental celebrations as a way of responding to people’s felt need to worship God in their own cultural ways and traditions.

- Host “Getting-To-Know-You” nights where pastoral leaders and parishioners can meet with members of various ethnic communities to better understand their faith practices, devotions, and popular piety.
- Seek opportunities to listen to the stories, perspectives, and preferences of people from different cultures and ethnicities.
- Sponsor an annual parish-wide multicultural Mass and potluck dinner where families are invited to share and celebrate their cultural heritage and traditions.
- Host days of prayer that offer simultaneous sessions in Spanish and English.
- Invite the entire parish to join in celebrating cultural feasts and traditions whenever possible as a way of helping parishioners welcome cultural diversity as a gift to be celebrated, not a problem to be solved.
- Encourage existing parish groups/ministries to intentionally reach out and solicit membership from ethnic communities.
- Provide opportunities for pastoral leaders to become better equipped with cross-cultural skills, especially in facilitating intercultural communication and conflict resolution.
- Expand cultural coverage in the Idaho Catholic Register to reflect the diversity in language and experience found throughout our diocese.
- Help newcomers integrate into the community in ways that are respectful, that celebrate their cultures, and that are responsive to their social needs.

C. Become a community of stewards

- Ensure cultural and generational membership on Stewardship Council.
- Use all available communication tools to share stewardship success stories, best practices, and personal testimonies.
- Establish an annual diocesan-wide stewardship day and/or regional stewardship gatherings.
- Incorporate stewardship workshops at Fall Conference.
- Offer prayer experiences/mini-retreats as a way of highlighting the theological, Scriptural, spiritual, and personal aspects of a stewardship way of life.
- Exercise responsible stewardship over all human (employees/volunteers) and temporal resources (property/finances).
- Emphasize stewardship themes in homilies and presentations as well as in all parish formation programs.

- Recruit and train “lay witnesses” and schedule 2-3 opportunities for them to personally witness to the benefits/graces of embracing a stewardship way of life.
- Publish an informative and comprehensive reader-friendly stewardship annual report that provides parishioners with information about the ministries and finances of the parish.
- Regularly recognize, thank, and support those who participate in parish ministry/mission.
- Regularly communicate stewardship information with parishioners via newsletter, emails, postal mail, cards, reports, etc.
- Create and regularly update parish Ministry Booklet as a way to highlight parish ministries and engage talents of parishioners.

D. Unite in liturgy and prayer

- Use gatherings of catechists, ministry personnel, volunteers, parents, etc. as a time to expose parishioners to the rich heritage of Catholic prayer and spirituality as well as to Church teaching.
- Respect different styles of devotion so that Catholics from different cultures will have the opportunity to express their faith.
- Create opportunities for shared prayer, liturgy, and fellowship among different groups.
- Encourage Catholics throughout the diocese to pray for peace and unity in the local and universal Church.
- Facilitate the celebration of the Sunday liturgy and other sacraments in the cultural and linguistic context that best ensures the active, conscious and full participation of parishioners.
- Use workshops, study groups, etc. to educate parishioners on the importance of the Mass as the “source and summit of the Christian life.”

CHRISTIAN DISCIPLESHIP

A. Live and preach the Gospel

- Host intergenerational faith sharing dialogues that help parishioners share the many ways Catholics are living their “vocation” in the world.
- Utilize resources from national Catholic evangelization organizations whenever possible.

- Provide parish renewals and evangelization retreats on a regular basis.
- Create an Evangelization committee/ministry that has as its focus supporting and promoting parish efforts at spreading and living the Good News.
- Utilize strategic planning on a regular basis to evaluate parish activities/ministries from the perspective of how well the parish is bringing the message of the Gospel into larger society through word and action.
- Encourage parishioners to serve as sponsors, companions or catechists in the RCIA process as a way of personally sharing their faith with others.
- Utilize bulletins, inserts, newsletters, website, homilies, parish formation programs, etc. as tools to help parishioners better understand how they can live their faith/gospel values in their family, workplace, neighborhood, and society at large.
- Sponsor small group discussions on U.S. Bishops' document *Go and Make Disciples* in order to help parishioners understand that their efforts must reach out beyond their local Catholic community.
- Review parish registration records to identify non-practicing Catholics and invite them to attend a "Welcome Back" gathering.
- Provide small group sessions designed to help inactive Catholics explore the possibility of returning to the practice of the Catholic faith.
- Provide intergenerational parish "Family Nights" as a way to celebrate and affirm families as well as foster faith sharing among parents and youth.
- Create opportunities for parents to gather and learn more about Catholic parenting, Catholic values and prayers, family faith sharing, faith modeling, and family-based service activities.
- Use small faith group format to gather young families together for support, socializing, prayer, and service.
- Utilize parent meetings as a time to incorporate discussion on effective communication skills, open and honest dialogue, conflict resolution, respect and acceptance.
- Create a "Family Corner" in your parish bulletin, newsletter, or website to share resources on Christian parenting and family life.
- Offer a "What Does it Mean to be a Catholic Parent?" evening that focuses on the importance of fostering faith in the family and helping parents fulfill their role as the primary transmitters of the faith.
- Provide regular articles/testimonials from Catholic couples in Idaho Catholic Register.

- Actively promote Marriage Encounter, Engaged Encounter, and Retrouvaille.
- Devote a diocesan convocation specifically to Marriage and Family Life.
- Use “Called and Gifted” process to help parishioners explore the unique gifts and talents they possess and how these gifts can be used in service to the Church.
- Actively support and encourage lay ministry and the formation of trained, professional lay ecclesial ministers.
- Establish mentoring relationships between new and experienced lay ecclesial ministers in order to better reflect upon, understand, and grow from the lived experience of ministry.
- Incorporate discussion at every age level on Christian discipleship and how we can use our unique gifts in service to God and others.

B. Foster life long learning

- Offer mini-series programs (4-6 weeks) throughout the year on specific areas of Catholic faith and practice (i.e., Catholic Social Teaching, Understanding the Liturgy, the Creed, the Catechism, etc.) Collaborate with neighboring parishes whenever possible.
- Work with diocesan Regional Coordinator and other diocesan staff to assess existing formation programs and to obtain the services of qualified speakers/presenters.
- Continue to encourage active participation in Convocation by diocesan lay and presbyteral leaders.
- Provide ongoing leadership and governance training for parish pastoral and finance councils.
- Review parish budgets to ensure that adequate resources are devoted to adult faith formation activities.
- Design parish meetings spaces that are comfortable and conducive to adult learning and faith formation.
- Host monthly “What Does it Mean to be Catholic?” gatherings for young adults to address contemporary concerns (i.e. interfaith marriages, divorce, Christian life styles, etc.)
- Utilize the diocesan “Servant School” as an ongoing formation tool through which lay leaders can acquire basic ministerial tools as well as the knowledge, competence, and spirit for ministry.
- Offer a variety of opportunities to pray and study the Scriptures as a way to help parishioners better appreciate the centrality of God’s Word.

- Integrate Catholic Social Teaching into all parish formation programs.
- Regularly seek the input of parents, teachers, catechists, RCIA leaders, youth ministers and other pastoral leaders on the effectiveness of parish formation efforts.
- Read and utilize the U.S. Bishops' document "Were Not Our Hearts Burning Within Us?" in designing effective adult faith formation opportunities.
- Share catechetical efforts with neighboring parishes where possible to enhance offerings and avoid duplication.
- Make sure Catholic prayer and education are integrated into existing baptismal preparation sessions and sacramental parents meetings.
- Engage and involve the family as an essential partner in the faith formation process.
- Create a parish "Resource Center" where helpful learning resources (books, DVDs, CDs, etc.) are available to parishioners.
- Incorporate a "Do You Know?" ... or "Catholic Corner" column in all parent materials, in parish bulletins, website, etc.
- Utilize the services of the diocesan Regional Coordinator to help discern appropriate DVDs, videos, websites, resource materials on particular topics.
- Support Fall Conference and other learning opportunities offered by the diocese, neighboring parishes, or other Church organizations.
- Provide opportunities for school principal/Catholic school parent(s), students to speak at weekend Masses about the value of Catholic school education.
- Promote essay contest in ICR among Catholic school students entitled: "Why I Love Going to Catholic School."
- Encourage certification of all catechetical and school personnel.
- Provide financial resources to help qualified parishioners participate in diocesan "Servant School" and other diocesan trainings, events, etc.
- Offer regular formation and spiritual enrichment to catechists, school teachers, and lay leaders serving in the parish.

C. Act justly

- Seek ways to regularly identify areas of need in the parish and local community.
- Support (time and treasure) parish and civic organizations that provide service to the poor and vulnerable.

- Build strong partnerships with local Catholic Charities of Idaho, St. Vincent DePaul, and other charitable organizations.
- Encourage parishioners to witness to their Catholic faith by their active involvement in parish service activities as well as those outreach initiatives offered by Catholic Charities, St. Vincent DePaul, and other charitable organizations.
- Create “Parish Drivers” to help homebound elderly and disabled attend parish liturgies and social events.
- Establish a parish “hot line” or web-based “Help Volunteer Center” where parishioners can report people in need of assistance and volunteers can respond in a timely and loving manner.
- Review Catholic school tuition and tuition assistance policies to assess their ability to offer financial aid to low-income or marginalized families.
- Actively support and promote the USCCB *Justice for Immigrants Campaign* as well as *National Migration Week*.
- Engage parishioners in outreach and ministry to our incarcerated brothers and sisters.
- Work with Catholic Charities of Idaho and diocesan staff to explore ways to organize and engage parishioners in legislative advocacy efforts.
- Educate parishioners about the social justice efforts of the national and global Church, particularly Catholic Charities USA, Catholic Relief Services, and the Catholic Campaign for Human Development.

ORDAINED AND CONSECRATED LIFE

A. Promote vocations

- Identify leaders from the various cultural groups to discern participation in the diocesan “Servant School” formation program and other leadership development programs.
- Host discernment evenings/weekends for specific cultural and linguistic groups.
- Regularly incorporate vocation discussions into all youth ministry and young adult ministry programs.
- Utilize the parish bulletin, newsletter, website, homilies, etc. as a way to educate about the variety of ministries/roles/responsibilities in the Church.
- Make sure that all vocation materials are also available in Spanish.

- Establish a diocesan day of Eucharistic Adoration during National Vocation Awareness Week, culminating with a diocesan-wide Holy Hour as an opportunity to promote and pray for vocations.
- Seek ways to personally acknowledge the gifts of men and women and invite them to use those gifts in service to the Church.
- Create a parish “Sponsor a Seminarian” program as a way of showing support and appreciation for seminarians in the Diocese of Boise.
- Create a Vocation Committee in the parish that will actively seek out individuals interested in the priesthood, diaconate, or religious life.

B. Support priestly life and ministry

- Encourage the collaboration of parish staff with diocesan staff to facilitate the smooth transition of priest leadership.
- Intentionally offer an “Appreciation Celebration” to recognize priest leaving the parish; “Welcome Celebration” to affirm new priest entering a parish.
- Seek opportunities to discern what assistance priests need (via phone calls, personal visits, emails, surveys, etc.) and provide appropriate follow-up.
- Develop a diocesan prayer calendar with a priest’s name and prayer on each day.
- Create a monthly column for and by priests in the Idaho Catholic Register.
- Develop “Pray for a Priest Today” cards to be used with Catholic school and Religious Education children throughout the diocese.

C. Support diaconal life and ministry

- Increase Spanish language skills of deacons.
- Include cultural sensitivity training as part of deacon formation.
- Encourage ongoing spiritual direction for deacons after ordination.
- Help establish a deeper sense of community among the Order of Deacons by developing diocesan-wide gatherings, networking, etc.
- Infuse a family perspective into ministerial and personal scheduling and programming.
- Utilize all available communication tools to promote the diaconate and to celebrate the varied ways deacons exercise their particular ministry.
- Enhance computer and technology skills of deacons.

- Provide regular opportunities to enhance homiletic skills.
- Engage deacons and wives in giving talks/testimonies about their ministries and vocation.

D. Support religious life and ministry

- Organize a pilgrimage or field trip to monasteries.
- Use St. Gertrude's Monastery, Monastery of the Ascension, and Marymount Hermitage for personal or group retreats/prayer experiences.
- Provide opportunities for men and women religious to share the story of their community.
- Encourage parents to talk with their children about vocations to the religious life.
- Promote religious life and the contributions religious communities have made to the life and mission of the Church.
- Utilize the gifts and talents of members of religious communities for retreats, Vacation Bible School, adult education, RCIA, etc.
- "Adopt" a religious life novice and support him/her with prayers, funding, and friendship.
- Invite women and men religious to share their vocation/conversion testimonies at parish gatherings in order to build awareness about the call to religious life.
- Collaborate with religious communities to help parishioners become aware of and personally experience our rich heritage of spiritualities and styles of prayer.

APPENDIX 3 PASTORAL PLANNING CYCLE

Strategic planning is cyclical in nature as we try to discern in an ongoing fashion the strengths, weaknesses, opportunities, and challenges that face us. Over the course of the next 5 years, we suggest that the following pastoral planning cycle be observed:

August

- Parish Pastoral Council meets and begins discussion on diocesan priority area for the year.
- Pastor appoints Parish Council representative to serve as parish representative to the Deanery Pastoral Council.

September

- Parish Pastoral Council meets and formulates plan on how to solicit parishioner input on the priority area:
 1. What are we already doing in this area?
 2. Whose input do we particularly need to solicit?
 3. What are our strengths in this area?
 4. What are our weaknesses?
 5. What can/should we do?
- Parish Pastoral Council membership list compiled and sent to PLFF Regional Coordinator and to Chancery.
- Pastor meets with parish representative to prepare for Deanery Council meeting.
- Deanery Pastoral Council meets to:
 1. Review responsibilities
 2. Check ongoing implementation and progress of parish and deanery activities
 3. Encourage ongoing collaboration and networking
 4. Discuss deanery needs and concerns as well as future shared activities
- Minutes of Deanery Pastoral Council meeting sent to all deanery priests, Parish Pastoral Council presidents, and PLFF Regional Coordinator.
- Deanery Pastoral Council offers input/suggestions about Convocation to Convocation Planning Team.
- Deanery Leadership Council meets and offers input/suggestions about Convocation to Convocation Planning Team.

- Presbyteral Council meets. 3 priests appointed to the Convocation Planning Team.

October

- Parish Pastoral Council meets and begins developing specific action plans based on following questions:
 1. What do we need to do?
 2. How are we going to do it?
 3. By when and by whom?
 4. What resources are going to be needed?
- Diocesan Pastoral Council meets to:
 1. Discuss progress of the pastoral plan
 2. Areas of diocesan need and concern
 3. Progress of Convocation planning.
- Diocesan Pastoral Council appoints 3 members to serve on the the Convocation Planning Team.
- Parish representative reports to the parish on the Deanery Pastoral Council meeting.
- Deanery Leadership Council meets; Dean reports on Diocesan Pastoral Council.
- Presbyteral Council meets.

November

- Parish Pastoral Council meets and finalizes parish action plan in priority area. Completed parish action plan is to be signed by Pastor/PLD and Parish Pastoral Council president. Copy sent to the Chancery and another copy taken by your parish representative to the Deanery Pastoral Council meeting.
- Parish begins to implement action plan.
- Pastor meets with parish representative to prepare for Deanery Council meeting.
- Parish representative to the Deanery Pastoral Council brings completed parish action plan.
- Deanery Pastoral Council meets.
 1. Deanery representatives report on Diocesan Pastoral Council meeting.
 2. Deanery representatives share parish action plans as well as specific information on upcoming parish activities that are open to the entire deanery.
 3. Deanery Council identifies areas of common need and begins to discern deanery-wide actions to address those needs in a collaborative fashion.

- Minutes from Deanery Pastoral Council meeting are sent to deanery priests, Parish Life Directors, Parish Pastoral Council presidents, and Regional PLFF Coordinator.
- Deanery Leadership Council meets.
- Presbyteral Council meets.
- Convocation Planning Team meets.

December

- Break

January

- Parish Pastoral Council meets. Continue process of implementing actions from the parish plan. Parish representative reports on the November Deanery Pastoral Council meeting.
- Pastor meets with parish representative to Deanery Council to gather information and share concerns for next meeting.
- Deanery Leadership Council meets.
- Presbyteral Council meets.
- Convocation Planning Team meets.

February

- Parish Pastoral Council meets. Report on the ongoing implementation of the parish action plan.
- Pastor meets with parish representative to prepare for Deanery Pastoral Council meeting.
- Deanery Pastoral Council meets. Prepare deanery action plan based on information collected from parish action plans. Completed deanery action plan is sent to Diocesan Pastoral Council President and to Chancery.
- Deanery Leadership Council meets.
- Presbyteral Council meets. Convocation plans are presented.
- Convocation Planning Team meets.

March

- Parish Pastoral Council meets. Conduct evaluation of efforts to implement parish action plans.
- Diocesan Pastoral Council meets to:
 1. Review deanery reports and actions plans
 2. Review ongoing implementation of pastoral plan.
 3. Identify areas of need and/or concern and make recommendations to the Bishop.
- Deanery Leadership Council meets.
- Presbyteral Council meets. Report on progress of Convocation.
- Convocation Planning Team meets.

April

- Parish Pastoral Council meets to evaluate ongoing implementation of action plans.
- Pastor meets with parish representative to prepare for Deanery Pastoral Council meeting.
- Deanery Pastoral Council meets. Representatives share minutes of Diocesan Pastoral Council meeting and Convocation plans. Choose Convocation representative and send names to PLFF Regional Coordinator.
- Deanery Leadership Council meets.
- Presbyteral Council meets. Report on progress of Convocation.
- Convocation Planning Team meets.

May

- Parish Pastoral Council meets to evaluate parish actions and progress of implementation. Begin brainstorming around next priority area (what information is needed, from whom, how will we get the information, etc.). Information gathering can take place over the summer. Schedule next year's Parish Pastoral Council dates.
- Parish Pastoral Council submits final parish report with completed action plan and evaluation to Deanery Pastoral Council, PLFF Regional Coordinator, and Chancery.
- Deanery Leadership Council meets.

- Presbyteral Council meets. Final report on Convocation.
- Convocation Planning Team meets.

June

- Diocesan Convocation

SUMMER BREAK

August

- Start planning process over again with next priority area.