

**DIOCESE OF ARUNDEL & BRIGHTON**



*Serving the communities of our Diocese*

**DIOCESAN PASTORAL TEAM**

**COURSES & RESOURCES**

**2014/15**

## **Introduction**

Welcome to the new Diocesan Pastoral Team Courses and Resources booklet. This booklet gives details of all the standard courses currently offered by the Team as well as the advice and resources that are available through each of the advisers.

The course descriptors are intended as starting point for discussion when arranging a course. It may be that the course as set out would meet your need but there is always scope to tailor the sessions to address specific areas or concerns.

Course duration is shown as a guide so that you can see whether it would work best as an evening session or series of sessions, or indeed form part of a day on a topic. When discussing possible courses with advisers they are likely to ask whether the proposed session is parish-specific or whether it could be offered to surrounding parishes or deaneries. There are obvious benefits to be able to do this but it does not preclude the booking of sessions for a single parish.

All the courses are overseen by advisers but some may be delivered by other nominated individuals where they have a particular expertise.

The courses and resources booklet will be reproduced each year as it contains some fixed-date events and courses of which you may like to take advantage. It is also developmental in nature and we have a number of ideas for future activity.

Another important point to make is that you will see a number of courses which cut across the remit of more than one adviser. Advisers do not work in isolation, their areas are not discreet they are developing the obvious links between areas. This may be part of the conversation you have when arranging a course or event.

The whole team is available to you as a resource to be used to assist you in your ministry. We are always ready to discuss ways in which we might provide a service to you and are willing to hear the ideas you may have for the formulation of new courses and resources for the future.



## ADULT FORMATION

**AF 1      An introduction to Catechesis** 3-4 hours

Intended for: For new catechists or those seeking a refresher

The session considers the following topics:

- The tasks of catechesis
- The relationship between catechesis and evangelisation
- The tools and methodologies can be used in Catechesis
- The strategies to manage the variety of faith backgrounds

The course is designed to be delivered in a single Saturday morning session or divide between two weekday evenings.

**AF 2      Arundel and Brighton Certificate in Catechesis** 6 days+

A course designed to bridge the gap between sacrament-specific catechetical training and Higher Education courses such as the CCRS. See page ? for details of this year's course.

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**AF 2      Retreat day for Catechists** 4-6 hours

Intended for: new and experienced parish catechists

An opportunity for catechists to 'come away a while' and deepen their own relationship with Jesus Christ both for their own sake and to be better able to lead others on this journey.

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**AF 3      Developing RCIA in your parish**

2-4 hours

Intended for: RCIA catechists and clergy

Explores how the Church proposes that we use RCIA to its fullest effect in welcoming and initiating new Catholics.

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**AF 4      Working with Parents as the first and  
best teachers of the Faith**

2 hours

Intended for: Reconciliation and First Holy Communion Catechists

The course examines how to remodel your parish programme so that parents become the catechists of their own children. It also introduces resources so that parishes can 'coach' parents to take up the role the Church assigns to them at the baptism of their children.

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**AF 5      Preparing for Baptism**

3-4 hours

Intended for: Baptism catechists and clergy

Identifies the principles of catechesis that guide how we prepare parents for the Baptism of their children. Includes an introduction to a programme for non-practising parents who request this sacrament.

**AF 6      Preparing for Confirmation**

3-4 hours

Intended for: Confirmation catechists and clergy

Identifies the principles of Confirmation catechesis and considers the particular needs of teenagers in approaching this sacrament. It also offers an overview of available resources.

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**AF 6      Reaching out / Welcoming Back Lapsed/Resting Catholics** 1-2 hours

Intended for: Parish leadership groups

In light of our call to a new evangelisation this course explores strategies and programmes available to achieve this in your parish.

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**AF 7      A Quick Journey through the Bible**

1 Day

Intended for: Anyone with an interest in the Bible

An introduction to the Bible in a day or 4-8 Evening Sessions  
DVD based material with guidance notes to run the course

**AF 8      Introduction to Family Formation**

1-2 hours

Intended for: Parish leadership groups

The Church teaches that parents are the first and best teachers of their children in the ways of faith. This session examines a methodology for parish catechesis and sacramental preparation in which parents take the lead role with the support of cate-

chists and others.

**AF 9      KERYGMA Bible Retreat:**

2 days\*

Intended for: parish groups, catechists, RCIA groups and others keen to explore the basic Gospel message

*A Proclamation of the Gospel of Jesus Christ* is a Catholic Bible-based retreat which proclaims the Gospel through Scripture and the teaching of the Church. It includes questions for personal reflection, an Examination of Conscience from the Catechism, and two prayer services to renew the graces of Baptism and Confirmation.

*\*Can also be delivered over 6 evenings*

## MARRIAGE AND FAMILY LIFE

Adviser: Katherine Bergin

01293 651152 or [Katherine.Bergin@dabnet.org](mailto:Katherine.Bergin@dabnet.org)

Secretary: Rosie read – 01293 651161 or [rosie.read@dabnet.org](mailto:rosie.read@dabnet.org)

### **MFL 1a An introduction to Marriage Preparation** 6-8 hours

Intended for: Marriage preparation providers

A course designed to support parish/Deanery teams as they develop their own marriage preparation courses in line with Diocesan guidelines. This will cover all aspects needed to adequately prepare couples ranging from spiritual, sacramental and exploring relationships

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### **MFL 1b Marriage Preparation** 2 hours

Intended for: Marriage preparation providers

A revisiting of issues and refreshing of a parish course in line with the new guidelines

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### **MFL 1c Marriage Enrichment** 4 hours

Intended for: Marriage Supporters

This course introduces a new initiative based on the provision of support for married couples at parish level. It is designed to look at ways to support married couples in the early stages of their marriage, focusing on enriching their married lives and sup-

porting them in their difficulties. We will also explore ways to encourage parish participation.

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**MFL 1d Marriage Preparation Day of Reflection**

Full day

Intended for: all marriage preparation providers

A diocesan day which includes specific input, and some opportunity for personal development and reflection. A different theme is chosen as the focus each year.

**MFL/AF 2a Family Spirituality**

2 hours

Intended for: Baptism catechists

Exploring how their courses can support young parents in creating an atmosphere of prayer and helping young children to recognise and experience God.

It recognises that parents will be acknowledging within the baptismal rite their role and responsibility and encourages them to fully explore what that might be.

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**MFL/AF 2b Family Spirituality & First Holy Communion**

2 hours

Intended for: First Communion catechists

Exploring how catechists can develop the sense that home is a holy place because: "God is present there as love, His presence graces all creation and because relationships within the family reflect God's relationship with us" (*Home is a Holy Place 2008*). It recognises that parents are the first and primary educators of their children and they have a responsibility to pass on their faith.

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**MFL/AF 2c      Family Spirituality & Confirmation** 2 hours

Intended for: Confirmation catechists

How their programme can incorporate the beginnings of the understanding of marriage as a vocation and the sense of commitment through discussions on sex, relationships and the Church's teaching.

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**MFL 3a              Grandparents introductory session** 2 hours

Intended for: For those interested

Offers an introduction to the mission and benefits of forming a grandparents group within the parish. An initial talk can be given at each parish Mass designed to enthuse and inspire, followed by a starter session for those who wish to form a group designed to facilitate the establishment of an ongoing group within the parish.

**MFL 3b              Forming a Grandparents' Group** 2 hours

Intended for: For those interested

A planning session for those who wish to form a group. The course looks at ways to initiate a structure groups as well as activities for the groups. A brief introduction can be presented to parish teams or even at the end of Mass.

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**MFL 3c      Grandparents' Days of Reflection** Full day

Intended for: all grandparents

An annual day designed to bring people together to develop relationships and to have input on a variety of themes.

**MFL 3d Grandparents' Retreat**

Intended for: all grandparents

Full day

An annual day designed to bring people together to develop relationships and to have input on a variety of themes.

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**MFL 4a Bereavement**

1 hour

Intended for: Parish team

An introductory session on the benefits of the bereavement ministry with guidance as to how this can be established.

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**MFL 4b Bereavement support training days**

Introductory session & 4 full days

Intended for: those recommended by their parish priest

A certificated course led by a fully trained Cruse councillor. The course covers the skills and concepts required to support people at this difficult time and provide insights into ways this support can be maintained through parish life.

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**MFL 4c Bereavement Day of Reflection**

Full day

Intended for: all involved in this work.

An annual diocesan day including input from a presenter, the opportunity for personal development and time for reflection. The event is given a different theme each year.

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**MFL 4d Bereavement support leadership enrichment** 2 hours

Intended for: Parish bereavement group coordinators

An opportunity to provide basic supervision and support for those who lead this ministry in their parish. Ideally to build clusters of groups who may be able to help in personal one to one support out of their own parish.

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**MFL 5a Family Groups**

Intended for: Parish team 1 hour

An introduction to the concept of family groups and their benefit within parish life.

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**MFL 5b Family Groups** 2 hours

Intended for:

Development of family group concept providing input at Masses and working with designated leaders (mirror GPs)

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**MFL 5c Family Groups Day of Reflection** Full day

Intended for:

An annual diocesan day including input from a presenter, with an opportunity for personal development and time for reflection. A different theme is the focus each year.

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## DIALOGUE & UNITY

**Adviser:** Sue O'Brien

01293 65 Email [susan.obrien@dabnet.org](mailto:susan.obrien@dabnet.org)

**Secretary:** Lorraine Burrows

01293 515666 Email

**Just before Jesus went to his arrest and death on the Cross He prayed 'I pray not only for these, but for those also who through their words will believe in me. May they all be one.'** (John 17:20-21). The Church is the embodiment of the Risen Christ and it is for us all to work to restore unity amongst Christians by respectful and considered dialogue. It is also important to engage with people of other faiths as – in the words of the Bishops' Conference - 'Meeting God in Friend and Stranger'.

The task of Dialogue & Unity is to inform the Diocese about our Christian imperative for ecumenism; to advise and support parishes in their efforts to work with Christians from other traditions; to help parishes in their initiatives working for Christian unity, or for greater understanding of people of faith who are not Christian; and finally to provide opportunities for spiritual refreshment and affirmation for those people already involved in these great endeavours.

**D&U 1 Our Christian Imperative for ecumenism**

2 hours

Intended for: Parishes and other groups

Combines presentation with discussion to explore *why* ecumenism is not an optional extra but an intrinsic part of our Christian journey. Also considers how this challenges us and how we might best engage with ecumenical partners.

**D&U 2 Meeting God in Friend and Stranger**

2 hours

Intended for: Parish and other groups

An introduction to the Church's teaching on how we relate to people of other religions and how best to engage in inter-religious dialogue in a spirit of respectful enquiry whilst retaining our own spiritual and Christian integrity.

**D&U 3 Brothers, ancestors, or another world religion? Judaism and our relationship with the religion which gave us Jesus.**

2 hours

Intended for: Parish or other groups

input via PowerPoint and space for reflection and discussion on Judaism and Christianity.

**D&U 4 An Introduction to Islam**

2 hours

Intended for: Parishes or other groups

input via PowerPoint and space for reflection and discussion on Islam and how we may respond to inter-religious challenges.

**D&U/Lit 5 Preparing Liturgy with Christians of other traditions**

2 hours

Intended for: Anyone preparing ecumenical liturgy

This course has been developed with the Liturgy Adviser. This can be supported with a 'How to' checklist - a resource which can be emailed, posted or downloaded from the website.

**D&U 6    What happens when we have to pray  
and realise we are alongside people of other Religions?    2 hours**

The Dialogue & Unity Adviser can provide advice, by telephone, in person or by email on prayers that you may find helpful in an 'interfaith' setting.

The Dialogue & Unity Adviser can also give advice and support to people wanting to involve themselves with Churches Together groups, or start ecumenical initiatives – or inter-religious initiatives – in their local communities. I am always happy to come and see you, talk on the telephone or correspond via email.

## JUSTICE AND PEACE

**Adviser:** Aidan Cantwell

01293 651154 or [aidan.cantwell@dabnet.org](mailto:aidan.cantwell@dabnet.org)

**Secretary:** Ruth Gerun

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Courses led by the Justice and Peace Adviser and/or designated people.

### **JP 1      Establishing a Justice & Peace Group                  in your Community**

2-3 hours

Intended for: all those would like to establish / re-establish a J&P Group in the Community.

This session will concentrate on how we can support Justice and Peace issues in our own lives and in the life of the local church. It will examine innovative ways of finding 'local' champions and recruiting a sustainable group of enthusiasts.

### **JP 2      What concerns does 'Justice & Peace' address and what are                  the keys to effective working?**

2-3 hours

Intended for: those with responsibility for co-ordinating the work of Justice & Peace in the parish.

This session will examine the benefits of working collaboratively with

- The Deanery
- Other local churches

- Other agencies such as CAFOD, SVP

### **JP 3 Justice & Peace in the life of a committed Christian**

2-3 hours

Intended for: those wishing to deepen their Christian discipleship

This session, using scripture and the Church's social teaching, will examine the roots of discipleship and the need for an appropriate spirituality, vision and expectations. It will include consideration of the basic skills and tools required.

### **JP 4 How to become a Live Simply Parish**

2-3 hours

Intended for: those wishing to learn more about how their parish can win a national prize for putting their faith into action.

This session looks at ways parishes can win an award for putting into practice three Christian values: 'Living simply', 'Living Sustainably' and 'Living in Solidarity with People in Poverty'.

Tailor-made 2 hour sessions on specific areas, such as below, are also available upon request:-

### **JP 5 Fairtrade**

How to establish a Fairtrade parish and receive ongoing support and/or exploring current and future themes from the Fairtrade movement.

### **JP 6 World Development Issues**

Dealing with the individual, or a combination of, global issues on:-

**JP6a** Climate

**JP6b** Energy

**JP6c** Food

**JP6d** Trade

**JP6e** Debt

**JP6f** Water

**JP 7      Refugee & Asylum Issues**

Looking at ways our communities can build a culture of hospitality and create safe environments for vulnerable people seeking sanctuary.

**JP 8      Human Trafficking**

Increasing knowledge and awareness of Trafficking issues by dispelling common myths and providing key facts.

**JP/SA 9    Annual Justice and Peace Assembly**

All day

**Saturday 31 January 2015 DABCEC, Crawley**

***Welcome Stranger – A Migrant's tale***

This year's assembly will include sessions on Social Action activities available within the Diocese to help support migrants, asylum seekers, refugees and victims of human trafficking.

## **SOCIAL ACTION**

**Adviser:** Aidan Cantwell  
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**Secretary:** Rosie Read  
01293 651161 or [rosie.read@dabnet.org](mailto:rosie.read@dabnet.org)

Courses led by the Social Action Adviser and/or designated people.

### **SA 1      Establishing a Social Action Group in your Community      2-3 hours**

Intended for: all those would like to establish / re-establish a Social Action Group in the Community.

This session will concentrate on how we can support Social Action activities in our own lives and in the life of the local church. It will examine innovative ways of finding 'local' champions and recruiting a sustainable group of enthusiasts.

### **SA 2      Setting up a Social Action project in your Community      2-3 hours**

Intended for: those who would like to establish / develop social action initiatives in the parish.

The session will explore how parishes can respond to the diverse needs of the marginalised groups and individuals in their local communities.

**SA 3 Catholic Social Teaching in our Everyday Life** 2-3 hours

Intended for: those wishing to learn more on the different aspects of Catholic Social Teaching.

The session will draw on Papal Encyclicals on Social Teaching and focus on key principles and values including the 'Dignity of the Human Person' and 'The Common Good'.

**SA 4 Mental Health and Destigmatisation** 2-3 hours

Intended for: parishes where parishioners are directly affected by mental health issues. Its aim is to enable them to learn more about mental health, how it affects us all and what help is available for sufferers and their families.

This session will encourage discussion and reflection on how our parishes can become more hospitable to those with mental health problems and their families.

Tailor-made 2 hour sessions on supporting specific activities, such as below, are also available upon request:-

- SA 4 Sick and Hospital Visiting**
- SA 5 Older People**
- SA 6 Food Banks**
- SA 7 Loneliness**
- SA 8 Housing/Homelessness**
- SA 9 Financial Help for families/individuals**
- SA 10 People with special needs**
- SA 11 Vulnerable Families/Children**
- SA 12 Dementia**

- SA 13 Deaf and Hard of Hearing**  
**SA 14 Prisoners/Criminal Justice System**

## **YOUTH**

**Adviser:** Jack Regan (from January 2015)  
01293 65.....

**Secretary:** Rosie Read  
01293 651161 or [rosie.read@dabnet.org](mailto:rosie.read@dabnet.org)

At the time of preparing this booklet Jack had been appointed as the Youth Adviser but, being required to work out notice in his previous employment, Jack will be joining the team from January 2015.

He will then be available to discuss any youth-related issues and will certainly be happy to explore with you sessions he can offer to your parish in support of youth ministry.