

Diocese of Arundel & Brighton



Pastoral Team
Courses
and
Resources
2015/16





Dear Brothers and Sisters in Christ,

St. John writes in his first letter: “The Word Who is Life, this is our Subject.” Christ is the centre and the purpose of all that we do and it is the mission of the Church to bring His message to all peoples.

The Year of Mercy, the logo for which appears on the front of this booklet, challenges us to deepen our understanding of the gift of God’s love for us in Christ and to enable others to experience the mercy that comes through Him alone.

Formation is a vital component of our response to the Gospel, for unless we grow in our own understanding and encounter with Christ, we shall be unable to proclaim Him to those around us. Formation, too, enables us to deepen the prayer that must underpin all that we do.

I encourage you to draw on the programmes and resources outlined in this booklet to support and assist with the initiatives that are already taking place in parishes and deaneries. Together, through shared prayer and deepening formation, we shall be enabled to share with others the loving mercy of Christ.

A big “thank you” goes to our Pastoral Team who do so much to support and assist the Mission of the Diocese.

With every Blessing,

+Richard

PASTORAL TEAM COORDINATOR

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Introduction

Welcome to the 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 a 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.

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 continually 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.

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ADULT FORMATION

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The aim of Adult Formation is to assist parishes to form adults into mature disciples of Jesus Christ. Four key areas of my work are:

- Provide training opportunities for Catechists, including a diocesan course and parish based sessions.
- Offering advice and resources to parishes developing their own strategies for adult formation
- Supporting the mission of evangelisation by providing events and training, and identifying resources.
- Provide faith sharing materials for small groups in Advent and Lent

AF 1 An Introduction to Catechesis

3-4 hours

Intended 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 that 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 divided 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 31 for details of this year's course.

AF 3 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.

AF 4 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.

AF 5 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.

AF 6 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 7 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.

AF 8 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.

AF 9 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 catechists and others.

AF10 Liturgy of the Word with Children (LOWC)**2 hours**

Sessions available for those who are new to leading Children's Liturgy of the Word as well as those who have experience.

A fundamental aspect of this ministry is our own encounter with the word, which we experience and explore alongside the children, so there will be some time for scripture reflection (*Lectio Divina*). These sessions will include consideration of the Bishop's Conference Guidelines for LOWC, effective planning for LOWC and the resources available, the ministries involved in LOWC and suggestions for celebrations. It recognises that LOWC should be seen primarily as liturgical celebrations, not child-minding.

Also available by special arrangement

AF11 Unlocking the Mystery of the Bible – by Jeff Cavins and Ascension Press

(previously known as A Quick Journey through the Bible, which is now being used by over 850 people in the diocese)

This course, which was developed outside the diocese, is intended for anyone with an interest in the Bible. It uses DVD based material with guidance notes. It is possible to deliver all the course material in a full day setting, however it is recommended to spread the material over 6-8, one and a half our sessions, to ensure that full discussion is included.

AF12 KERYGMA Bible Retreat

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. The material was developed outside the diocese, and can be delivered over 2 full days or a course of 6 evenings.

INCLUSION

Adviser: Margaret Fraher
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Responsible for raising awareness of Inclusion through:

- Working with parishes and deaneries to reflect on all aspects of Inclusion including the diversity of the parish: to identify good practice already in place and to identify aspects of Inclusion that they would like to develop further.
- Supporting parishes and deaneries on all matters of Inclusion including statutory provision.
- Providing advice and support for parish, deanery and Diocesan events to ensure they are inclusive.
- Supporting parishes and deaneries to reflect on the 'Ministry of Welcoming' and working with them to develop aspects of 'Welcoming' that are not yet fully embedded in parish practice.
- Working with young people who have any disability, and their families, to ensure they have access to appropriate resources and support for sacramental preparation and formation.
- Advising and supporting clergy and catechists to ensure they can provide the best possible access and resources for disabled young people undertaking sacramental preparation and formation.

Inc 1 Inclusion Awareness Training

2-3 hours

Intended for: Parish Clergy, Pastoral Teams, Catechists, 'Welcomers' and Group Leaders.

What is in Inclusion? What do you need to consider? Do you know about Inclusion legislation? Could you be more Inclusive when working in the parish...and beyond?

This is an informal session where participants will be encouraged to reflect about what they do, share their ideas, celebrate what they do well and identify what could be developed.

Further bespoke sessions are available to support the parish working on the aspects of Inclusion that were identified as needing to be developed.

Inc 2 Exploring the Ministry of Welcoming

2-3 hours

Intended for: Clergy, Pastoral Team, anyone involved in in the life of the parish or deanery.

Pope Francis urges us to build up the holiness of the church and ensure people feel welcomed and loved in it. How is Welcoming a Ministry? Who needs to be welcomed? What does our parish look like to a visitor or newcomer? The Year of Mercy is an opportune time to reflect on the Ministry of Welcoming and consider the impact it can have in a parish.

Further advice and support is available for individual parishes who wish to further develop their Ministry of Welcoming.

Inc 3 Sacramental Preparation for People with Specific Needs.

Working with: Clergy, parish catechists, person with the specific needs (where appropriate) and the family.

Advice and support is available on how to adapt the preparation programme for a particular sacrament and the related resources to meet the needs of a participant who has specific needs. I will offer to visit the family to understand the participant's specific needs, and identify the ways in which his/her needs are met at school, at home and in other areas of their life and then work with the catechists and clergy to appropriately adapt the sacramental programme of preparation for the participant. We can also consider different resources that are available and how materials could be adapted to make them more accessible. We will also discuss the Celebration Liturgy for the Sacrament to consider any adaptations that may be necessary to enable the participant to be as fully involved as possible.

This advice and support is available throughout the Sacramental Programme of Preparation with ongoing communication as required.

Inc 4 Including Parishioners with Specific Needs in the Life of the Church.

Working with: Person or people with specific needs, clergy, appropriate person/people in the parish/group/organisation.

Advice and support is available about how to meet the needs of an individual person with particular needs or a group of people with similar needs. It will provide the opportunity to identify the specific needs of the individual or group and then explore how those needs can best be met in Liturgy, parish events and in the Life of the Church in general. It will encourage communication with the person who has specific needs (and/or with their Carer if this is preferred) and with the most appropriate person or group of people in the parish.

This advice and support is available whenever it is required and can be done in a face to face meeting, via a telephone call or using email – whichever is most appropriate for all concerned.

JUSTICE & PEACE and SOCIAL ACTION

Adviser: Aidan Cantwell
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Justice & Peace

Responsible for raising awareness of Justice and Peace issues through:

- Coordinating action on campaigning issues and helping to develop networks
- Communicating national and international concerns to individuals and groups
- Visiting communities and sharing information and ideas
- Helping others access related agencies

Social Action

Responsible for raising awareness of social needs in the parish and wider community, and encouraging people in the parishes to help, especially by

- Helping those engaged in working with refugees and asylum seekers
- Supporting those who work with the homeless
- Supporting those who are affected by family members with mental illness
- Supporting those who visit the lonely and isolated

JP 1 Establishing a Justice & Peace Group in your Community 2-3 hours

Intended for: Those who would like to establish/re-establish a Justice & Peace Group in the parish.

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 Care for our Common Home

2-3 hours

Intended for: Those wishing to learn more about practical ways of protecting our Earth.

This session, using Laudato Si as inspiration, will explore opportunities for groups and individuals to learn more about the ways in which we should all help shape the future of our planet.

JP 4 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 5 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'.

In addition to the sessions described above there are tailor-made 2 hour sessions on specific areas upon request. Please contact me to discuss requirements.

JP 6 Fairtrade

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

JP 7 World Development Issues

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

- JP7a** Climate
 - JP7b** Energy
 - JP7c** Food
 - JP7d** Trade
 - JP7e** Debt
 - JP7f** Water
-

JP 8 Refugee & Asylum Issues

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

JP 9 Human Trafficking

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

JP 10 Justice and Faith Family Action

Presenting new resources for engaging families with the issues we care about and exploring how these resources might be used

JP/SA 11 Annual Justice and Peace Assembly**All day****Saturday 16 January 2016 DABCEC, Crawley*****What does it mean to be 'A Poor Church for the Poor?'***

This year's assembly will include an opening talk from Bishop Richard on the Year of Mercy and will focus on poverty in the UK, including a Call to Action.

SOCIAL ACTION

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 5 Sick and Hospital Visiting**
 - SA 6 Older People**
 - SA 7 Food Banks**
 - SA 8 Loneliness**
 - SA 9 Housing/Homelessness**
 - SA 10 Financial Help for families/individuals**
 - SA 11 Dementia**
 - SA 12 Prisoners/Criminal Justice System**
-

LITURGY & MUSIC

Adviser: Catherine Christmas
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Responsible for planning and delivering effective formation and training to support our Catholic communities in liturgical celebration and development by:

- Delivering courses and training for those in lay liturgical ministries.
- Ensuring that deanery and diocesan liturgical celebrations are appropriate, inclusive and model good practice.

L 1 Liturgy basics 2-3 hours

Intended for: All involved with, or interested in liturgy.

An introduction to liturgy, including the shape of the liturgy, the liturgical calendar, ministries and liturgical books.

(Follow-up support as required)

L 2 Setting up and Developing a Parish (or Cluster) Liturgy Group 2-3 hours

Intended for: All those with responsibilities for liturgy.

What is a Liturgy Group for? Who should be on it? What should it be doing?

This session will consider some guidelines for liturgical celebrations. We will explore the different roles and responsibilities within a Liturgy Group and look at examples of good practice in the area of collaboration and celebration.

(Follow-up support as required.)

L 3 Proclaiming the Word 2 hours *(“The word is near you; it is in your mouth and in your heart.” Romans 10:8 [Deut 30:14])*

Intended for: Those involved in the ministry of proclaiming God’s Word.

This session can be adapted to meet the particular needs of parishes. It can include an introduction to the Lectionary and exploration of the place of God’s word in prayer and worship as well as guidelines and practical help for proclamation and the opportunity to practise and develop proclaiming skills. It will include *Lectio Divina*, reflection on the word.

L 4 Initial Training and Formation for Extraordinary Ministers of Holy Communion 3x1½ hours

Intended for: Potential Extraordinary Ministers of Holy Communion nominated by their Parish Priest. *(NB. May be adapted for existing ministers who would like a refresher.)*

An opportunity for participants to reflect on and deepen their understanding of Christian ministry and the Eucharist; as well as covering the practicalities of this ministry in parishes and schools, and to the sick and housebound in homes and hospitals.

To complete the process, those wishing to become Extraordinary Ministers of Holy Communion need to take part in a time of recollection and a Commissioning Rite (ideally during Sunday Mass in their parish).

This course could be requested by a parish or group of parishes.

A time of recollection could be offered as a fourth session of the course (See L4a below).

L 4a Ongoing Training, Formation and Support for Commissioned Extraordinary Ministers of Holy Communion 2-3 hours

Intended for: Commissioned Ministers of Holy Communion.

An opportunity to pray and reflect on the centrality of the Eucharist and the responsibility of this ministry. We will consider aspects of this ministry within Mass as well as ministry to the sick and housebound. This will include help with some of the problems ministers may encounter, a reminder of practical techniques, and suggestions for spiritual resources.

L 5 Times of Recollection for Ministers (Readers, Extraordinary Ministers of Holy Communion, Musicians) ½ day

Intended for: All ministers.

Different groups of parish ministers are encouraged to come together to reflect and pray in common, giving strength and support, and deepening their understanding of ministry as a whole.

L 6 Music 2 hours

Intended for: Musicians, but all are welcome.

The session will explore the role of music in liturgy and cover repertoire – Mass settings, Antiphons and Psalms, Seasonal music, hymns, litanies, etc., including music for the Year of Mercy. We can also cover presiders' chants.

L 6a Liturgical Accompanists 2 hours

Intended for: Organists, pianists and keyboard players – aspiring, reluctant, advanced.

The session looks at leading/accompanying liturgy, with a focus on the Mass parts, hymns (traditional and guitar) and Psalms, with or without cantors. For organists, we can examine the use of pedals and organ stops.

L 6b Cantors 2 hours

Intended for: Existing and aspiring cantors.

The course recognises that this ministry is not about performing but is a ministry of hospitality, encouraging and enabling the song of the assembly. Guidance and practical help on cantor techniques, including using your voice and gesture, and also teaching new material to the assembly, what you do during Mass, understanding the Psalms and other resources.

L 6c Music for Clergy 2 hours

This session is an adaptation of L6 intended for parish clergy and will focus on presiders' chants – prefaces, collects, dialogues and the Exsultet.

L 7 (AF10) Liturgy of the Word with Children (LOWC) 2 hours

Sessions available for those who are new to leading Children's Liturgy of the Word as well as those who have experience.

A fundamental aspect of this ministry is our own encounter with the word, which we experience and explore alongside the children, so there will be some time for scripture reflection (*Lectio Divina*). These sessions will include consideration of the Bishop's Conference Guidelines for LOWC, effective planning for LOWC and the resources available, the ministries involved in LOWC and suggestions for celebrations. It recognises that LOWC should be seen primarily as liturgical celebrations, not child-minding, and also considers the possible role of music in this setting.

L 7a Celebrating Liturgies with Children 2 hours

Intended for: Those responsible for developing liturgies for children.

An opportunity to look at the 'Directory for Masses with Children' and consider the shape and style of various types of liturgical celebrations with children.

L 8 Welcomers and the ministry of hospitality 2 hours

Intended for: Existing and new welcomers.

This course is delivered with other members of the Pastoral Team and can be shaped according to the needs of the parish and the course participants. Its aim is to recognise that this ministry extends beyond handing out newsletters and hymn books and is integral to the way we greet and include participants in our liturgy.

L/AF 9 Confirmation 2 hours

A session for liturgists and catechists involved in the planning of Confirmation liturgy.

The session covers the Rite of Confirmation, readings and prayers (Lectionary and Missal), music and producing orders of service. In 2015 there will be a number of sessions in locations around the Diocese to introduce the revised translation of the Rite of Confirmation – an opportunity to review and share good practice.

L 10 (AF4) RCIA (Rite of Christian Initiation of Adults)

This session is intended for those involved with RCIA and will examine how to celebrate the rites, how to involve the parish community, and selecting appropriate music.

The duration of the session(s) is subject to negotiation with the adviser.

L 11 Preparing an Ecumenical Service 1½ hours

Intended for: Parish councils/liturgy teams, local ecumenical groups.

Local churches may wish to worship together for a variety of reasons, including the joint celebration of seasonal feasts, church anniversaries; or established ecumenical events such as One World Week, Octave of Prayer for Christian Unity, Harvest Thanksgiving etc.

This workshop can be designed around a particular event for the Parish. It aims to explore prayerful and creative ways of preparing ecumenical services, celebrating and responding to God's word.

Intended for: All those involved in preparing and celebrating the Holy Week liturgies.

The Triduum is the climax of the Church's year, and the Holy Week liturgies are intense celebrations, rich in symbolism. They only occur once a year and can seem unfamiliar and daunting when we're planning. This is an opportunity to get an overview and will focus on both ritual and musical aspects.

Some specific resources

In addition to the above courses and workshops, advice and guidance is also available on some more specific and specialist areas, these include:

- **Orders of service**
- **Copyright**
- **Ordinations, Jubilees**
- **Dedications**
- **Reconciliation Liturgies (especially during the Year of Mercy)**

This is not an exhaustive list. If you have any queries regarding liturgical matters, please feel free to contact the adviser.

For resources, information, news and dates, see: **abliturgy.wordpress.com**

MARRIAGE AND FAMILY LIFE

Adviser: Katherine Bergin
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Working with single people, couples and families at all stages of their lives we aim to:

- Develop consistent marriage preparation across the diocese
- Offer training and support to those working as bereavement befrienders
- Support individuals / families in their prayer lives, using the 'Home is a Holy Place' initiative
- Support initiatives that strengthen the parish as a community - grandparents / family groups / Mothers' prayer groups

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 relationship issues.

MFL 1b Marriage Preparation Review

2 hours

Intended for: Marriage preparation providers.

A revisiting of issues and the opportunity to refresh parish courses in line with the new guidelines.

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

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 & Baptism 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 this means.

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.

MFL/AF 2c Family Spirituality & Confirmation 2 hours

Intended for: Confirmation catechists.

Examine how their programme can incorporate the understanding of marriage as a vocation and the sense of commitment through discussions on healthy relationships and the Church's teaching.

MFL 3a Grandparents Groups: Introductory session 2 hours

Intended for: For those interested in forming a group.

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

MFL 3b 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 3c Grandparents' Retreat Full day

Intended for: All grandparents and their children/grandchildren.

An annual day designed to bring people together to develop relationships and to have input on a variety of themes. Also, to spend time with family and to celebrate Mass together.

MFL 4a Bereavement: Introduction to parish-based support 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.

MFL 4b Bereavement support training 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. Please see page 30 for dates.

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.

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.

MFL 5a Family Groups: An introduction 1 hour

Intended for: Parish team.

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

MFL 5b Family Groups: Forming and maintaining groups 2 hours

Intended for: Those interested in establishing parish family groups.

This session explores the setting up of family groups. It covers their aims, activities and structures.

MFL 5c Family Groups Day of Reflection

Full day

Intended for: Those currently involved in family groups.

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.

PARISH FAMILY GROUPS PROJECT

Project Officer Kat Pond
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Purpose: To deliver a 2 year project based on the creation of Family Groups in Parishes in several locations across the Diocese. This project operates within the Marriage & Family Life dimension of the Diocesan Pastoral Team.

Key tasks and responsibilities include:-

- Identifying suitable parishes and planning with parish priests.
- Preparing and delivering briefings for newly formed groups.
- Providing active support for the groups during the life of the project.
- Developing evaluation tools and monitoring groups.

MFL 5a Parish Family Groups: An introduction

1 hour

Intended for: Parish team.

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

MFL 5b Parish Family Groups: Forming and maintaining groups

2 hours

Intended for: Those interested in establishing parish family groups.

This session explores the setting up of parish family groups. It covers their aims, activities and structures.

MFL 5c Parish Family Groups Day of Reflection

Full day

Intended for: Those currently involved in parish family groups.

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.

YOUTH

Adviser – Jack Regan
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The Adviser for Youth Ministry exists to support those working with young people in local communities and to provide relevant opportunities to the whole Diocese. This includes:

- Training, resourcing and other support for parishes wanting to start a youth ministry.
- Ongoing support for existing youth groups in areas such as catechesis, programmes and practicalities.
- Organising regular networking opportunities for those working with young people in our communities.
- Running larger events, such as the World Youth Day group and the annual Diocesan youth festival.

Y 1 Youth Leaders Contact Days

4 hours

Intended for: Anybody who works with young people or who is interested in doing so.

These days are held three times a year, typically on the Saturday one week before each half term, but check our Facebook page or website for exact dates. They are intended to be one of the main contact points between youth ministers and the Diocese. Each day follows a set format. After welcoming everyone (light lunch is available) we start with a time of prayer and reflection. We then receive some input on relevant topics (usually requested by individuals in our communities) and then we have a chance to network and discuss current issues, needs and priorities. In short, it's a chance to learn more about Youth Ministry, meet others who are involved and tell the Diocese how we can better serve you.

Y 2 Models of Youth Ministry at local levels

2-3 hours

Intended for: Anybody (lay or ordained) who wants to start working with young people in a parish or Deanery context, or who is already doing so, and is looking for some fresh ideas.

This course looks at the myriad of different ways in which parishes can minister to young people, at how communities can identify which one might work best for them, and at what practical steps they can take towards setting something up.

Y 3 Launching a Youth Ministry**2-3 hours**

Intended for: Those who are in the later stages of establishing or planning a parish youth ministry programme.

Offers a practical guide to how to set up and run a youth ministry programme, including publicity, launch events and a look at practical considerations such as consent forms DBS checks, equipment, budget, and resources.

Y 4 Curriculum and Catechesis in Youth Ministry**2 hours**

Intended for: Youth ministry leaders and catechists.

Examines the content of catechesis for teenagers and the resources that are available to help in its delivery. In other words, what should we be handing on to young people, and how can we do it?

Y 5 Praying with young people**2 hours**

Intended for: Youth ministry leaders, catechists, parents, clergy.

Examines the different ways of praying with young people, how to explain prayer, draw them in to prayer, and make prayer relevant to their lives and lived experience.

Y 6 Communicating with Young People**2 hours**

Intended for: Clergy, youth ministry leaders, catechists.

A look at how teenagers are used to receiving information in the modern world, and how we can tailor our approach to communicating with them around that.

Y 7 A Practical Guide to Running a Residential Trip**2 hours**

Intended for: Confirmation catechists, youth ministry leaders, clergy.

Some practical considerations, legal considerations and activity ideas for those planning a residential with their group of young people.

DIARY DATES

Month	Date and Event	Further information from:
September 2015	27 th to 4 th - October Grandparents' Week	Katherine Bergin p20
October	17 th Marriage Anniversary Mass 21 st Supporting the Bereaved Course Taster Day ABC (see facing page)	Katherine Bergin David Wills p5
November	Healthcare Workers Mass <i>date and venue tbc</i> 22 nd National Youth Sunday	Aidan Cantwell p10 Jack Regan p23
December		
January 2016	13 th and 27 th Support to Bereaved Course 16 th - Justice & Peace Assembly Rite of Election Preview Evenings <i>dates/venues tbc</i>	Katherine Bergin Aidan Cantwell David Wills
February	10 th and 24 th - Support to Bereaved Course 13 th - Rite of Election	Katherine Bergin Catherine Christmas p15
March	2nd and 16th - Support to Bereaved Course	Katherine Bergin
April	23rd - Chrism Mass	Catherine Christmas
May	Grandparents Day (tbc)	Katherine Bergin
June	Mass for new Catholics (tbc)	David Wills
July	24th – 2nd Aug – World Youth Day	Jack Regan

ARUNDEL & BRIGHTON CERTIFICATE IN CATECHESIS

Starting Autumn 2015

Outline Programme

The course is for people who have recently been recruited as catechists, or those who are discerning the call to be a catechist. You will gain a deeper appreciation of the Church's teaching and its purpose.

Six Saturdays spread across the 2015/16 academic year

First Session 14 November 2015 at St Theresa's School Effingham

Diocesan Reflection Day "Christ Looks at us with Mercy" with Jeff Cavins

Remaining sessions at Christ the Prince of Peace Weybridge

28 November 2015 – Encountering Jesus, Scripture Church and Sacraments

30 January 2016 – Not Less than Everything, The Catholic Way of Catechesis

12 March 2016 – Celebrating the Christian Mystery in Liturgy

16 April 2016 – Personal Spirituality and Leading Others to Prayer

28 May 2016 – Mission – Being and Bringing the Good News to Others

COST FOR THE COURSE IS £50

To include lunch and refreshments (NB not included for 14 November session)

PLACES ARE LIMITED - BOOKING IS ESSENTIAL

Please discuss your application with your parish priest.

For further details please contact David Wills Adult Formation Adviser

(01293) 651157 david.wills@dabnet.org

The Arundel and Brighton Diocesan Trust is a Registered Charity No 252878