

# The New Evangelization & Formation Coordinating Council Terms of Reference

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*A Council established under the St Justin's Pastoral Plan for co-responsible implementation of the pastoral goals related to Evangelization, Teaching and Formation in the Catholic Faith*

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### a) Preamble:

Two of St. Justin's Parish six pastoral plan goals are:

*Goal II -Called by Christ, we will evangelize through the clear proclamation of the Gospel and the constant teaching of the Catholic faith, assuring that such proclamation and teaching is linked to the life experience of the people, and*

*Goal V - Inviting all to co-responsible ministry, we will encourage and support the ongoing formation of laity, religious, and ordained.*

The parish pastoral planning process from October 2012 to February 2013 established a number of actions under these two goals but there was no specific responsible party to whom these actions might be referred for completion other than, by default, the Pastoral Team.

All the People of God, ordained and laity, are called to evangelize. Direction and coordination are required to support this necessary and extensive work at St. Justin's in a strategic effective manner. There are multiple opportunities and occasions throughout and within the many ministries at St. Justin's for Evangelization, Teaching and Formation. The pastoral planning process provided a time to consider how the focussing of these ministries and resources would enable the achievement of the pastoral goals related to Evangelization, Teaching, and Formation.

As a result; the establishment of an evangelization and formation committee became a necessary step to support the implementation of the St. Justin's Parish Pastoral Plan. In keeping with initially proposed organizational structure for implementation of the Pastoral Plan, the committee that supports evangelization and formation will also report to the Pastoral Plan Implementation Team.

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### **b) Patron Saint:**

Coincidentally, or perhaps by Divine inspiration, while meeting to develop the understanding and role for this committee, it was noted that we were meeting on the feast day of **Saint George Preca**, who was beatified by Pope John Paul II in Malta on May 9, 2001 and canonized by Pope Benedict XVI on June 3, 2007.

Saint George Preca was a Diocesan Priest and Founder of the Society of Christian Doctrine in Malta (February 12, 1880 - July 26, 1962) who dedicated his long and very active life in the service of the Gospel and of the Christian formation of the People of God.

Saint George Preca (*in Maltese* Dun Gorg Preca) envisaged groups of permanent deacons in every parish who, with the help of lay auxiliaries, would be responsible for the formation of the people of God. He strived unceasingly to spread the values and teaching of the Gospel in the Maltese Islands. He nurtured a filial devotion to Our Lady of Good Counsel and promoted the use of the Miraculous Medal. In 1957 he suggested the use of five "Mysteries of Light" for the private recitation of the Rosary.

As previously noted, this committee exists to manifest the pastoral goals as they relate to Evangelization and Formation in the faith. In "*assuring that such proclamation and teaching is linked to the life experience of the people*" it seems fitting that the holy example of Saint George Preca is a spiritual gift to us and particularly a holy guide for the "New Evangelization and Formation Coordinating Committee at St. Justin's Parish.

### **c) The New Evangelization**

"According to Pope John Paul II, "The expression New Evangelization was populated in the encyclical of Pope Paul VI Evangelization in the Modern World, as a response to the new challenges that the contemporary world creates for the mission of the Church." Pope John Paul II saw the need for "a great relaunching" of evangelization in the present life of the Church in a variety of

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ways. In *Mission of the Redeemer (Redemptoris Missio)*, John Paul II presents a new synthesis of the Church's teaching about evangelization in modern times."

"When Pope John Paul II uses the term "a new evangelization" he does not mean a new message. "Evangelization cannot be new in its content since its very theme is always the one gospel given in Jesus Christ. "When the pope talks about evangelization that is new he states" evangelization can be new in its ardor, methods and expression." It must be adapted to the people of our day" [taken from *What are the Characteristics of the New Evangelization?* by Dave Nodar]

The New Evangelization also became one of the main themes of the pontificate of Pope Benedict XVI. Pope Benedict XVI also proclaimed the Year of Faith from October 2012 to November 2013.

### **d) Formation**

Formation is different than simple teaching or education. Formation in a faith perspective will include the experience of the person and the faith community; it will build on the lived experience already present; it will integrate new experience and learning; mentoring is a component of formation; it involves the whole person and not simply an intellectual exercise; like personal holiness, it is personal but not private. We are formed for the mission and not simply educated for it.

When we had the *Catholic Resource Centre* in the diocese, catechist formation was offered. Due to restructuring and financial constraint within the Diocese of London, this centre was closed. Consequently, this compels greater engagement by local parishes to embrace more fully the responsibility of formation in the faith. This involves education as well as journeying with the people in formation, helping them on a personal level to integrate their new learning about the faith, providing retreat opportunities and periods of prayer and reflection. It is much more holistic than simple education.

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The Church insists that laity is co-responsible for the mission of the Church. Emeritus Pope Benedict XVI did not use or even like the term "collaborate". Laity does not collaborate with the clergy in their work. He saw a definite division of labour. Clergy have their work and the laity has theirs but we are all co-responsible from our own perspective for the mission. This might seem like nit-picking but it has deep consequences. The mission is not only carried out in the Church so we look for ways in which laity can minister within the Church. The mission is to transform the world and so the role of laity is much more outwardly focused than the clergy's role. Fostering co-responsible ministry for the laity is helping them to take up this role in their family, their workplace and in society in general. It can mean how a person ministers in the Church but that is a small piece of this goal. The document, *Christifideles Laici* provides direction on this topic.

The Canadian Conference of Catholic Bishops developed the National Pastoral Plan on Life and the Family. Within this plan the following issues were noted as areas that Formation in the faith was needed:

- Mandatory Marriage preparation consistently based on Blessed John Paul II's Theology of the Body.
- Baptismal preparation highlighting the double call of Baptism (to holiness and the apostolate), and the concept of Domestic Church (and making available resources which assist in living as Domestic Church).
- National support for ongoing opportunities for training in Natural Family Planning.
- Confirmation preparation highlighting chastity as self-possession for self-donation (in one vocation or another).
- Formation in evangelization and in witnessing to Christ (to assist the Baptised in giving an account of their hope and of their love for Christ).
- Marriage mentoring programs.
- Marriage counseling/crisis intervention.
- Workshops and sessions addressing the concerns of parents (concrete challenges in education, education in the virtues, sexual education, etc.).

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- Formation in Life Issues (workshops and sessions on various themes, e.g. euthanasia, assisted procreation, abortion, etc.).
- Formation in the use of the media.
- Formation in the common good and civic responsibility (engaging in public debates).
- Formation in prayer for couples and families.
- More emphasis in seminary formation and ongoing formation of clergy, on the call of the laity, the role of the family and life issues.
- Establishment in Canada of a French-language session of the John Paul II Institute for Studies in Marriage and the Family.

### **e) Purpose of the New Evangelization and Formation Council**

The purpose of the New Evangelization and Formation Coordinating Council is to make manifest the "New Evangelization" as well as the implementation of the pastoral goals related to Evangelization and Formation within St. Justin's Parish.

The primary task the New Evangelization and Formation Coordinating Council is to coordinate, integrate and schedule a comprehensive set of evangelization, teaching and formation strategies, processes and programs within the parish to support the achievement of the our pastoral goals.

The New Evangelization and Formation Coordinating Council is led by the CORE TEAM and is comprised of representatives from all ministries, programs, events specifically dedicated to Evangelization and Formation as noted in section h) Operation.

### **f) Coordinating Council Meetings**

The New Evangelization and Formation Coordinating Council meet twice a year, in February and October, in the St. Justin's Parish Hall. As noted above it is to be led by the CORE TEAM and include members and representatives from all ministries, programs, events specifically dedicated to Evangelization and Formation. For the purposes of transparency, accountability, and

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communication, any parishioner may also attend. (Please see Appendix 1 for meeting dates)

### **g) Coordinating Council Meeting Agenda**

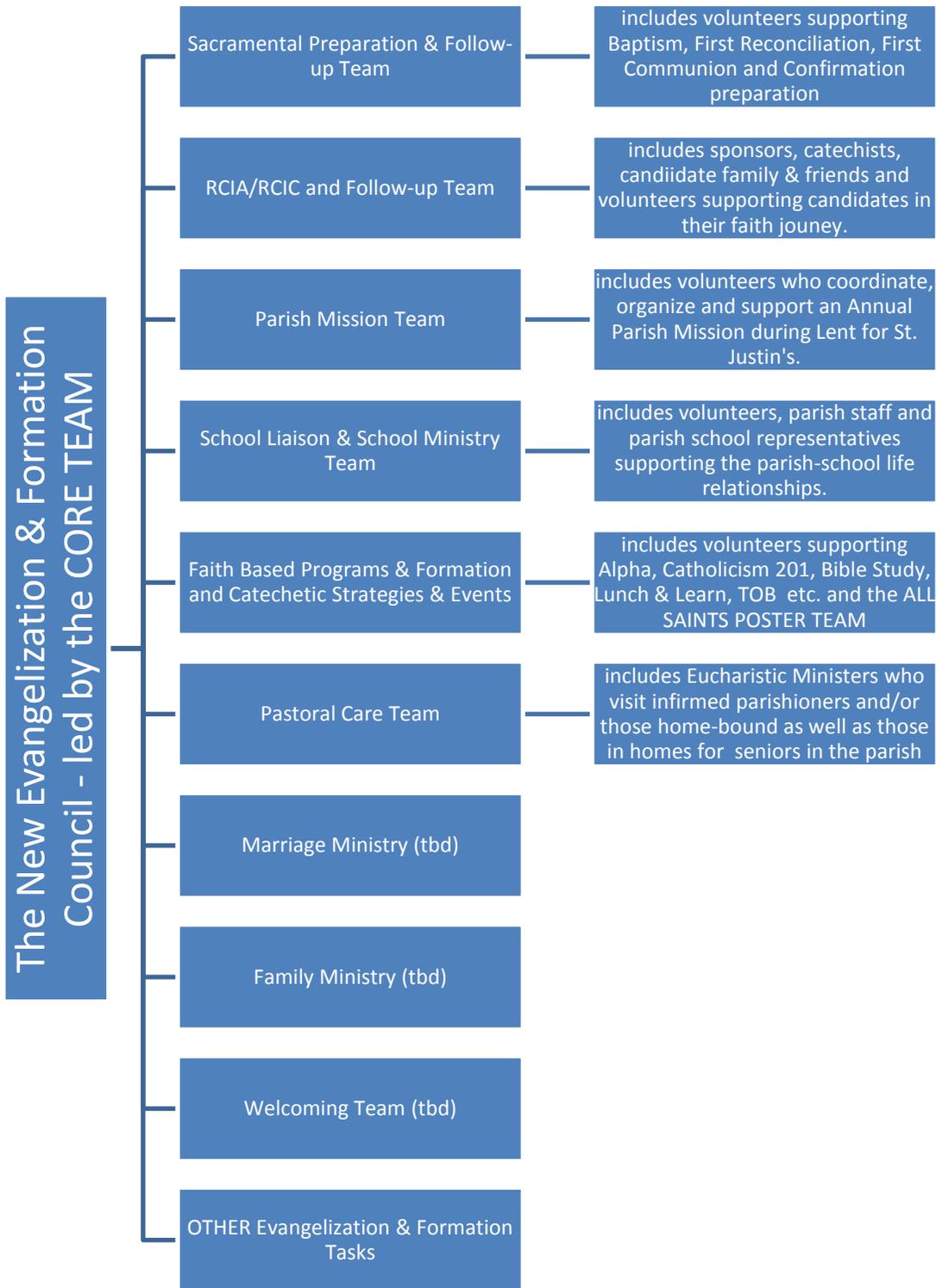
The agenda guides the meeting and is developed by the Core Team. The primary task of these two meetings is information sharing, coordination, communication and scheduling of activities for the benefit of the parishioners of St. Justin's. Furthermore, it aims to support the strategic implementation and achievement of our pastoral goals. The agenda should include such items as:

- Prayer
- Update Report from the CORE TEAM (including progress report on pastoral goals implementation)
- Update Report on each of the Evangelization and Formation ministries.
- Work-plan and Scheduling of each of the Evangelization and Formation ministries, including CORE TEAM, events/programs
- Identification of resources and volunteers required
- Identification of concerns and clarification
- Identification of new matters for the CORE TEAM to review
- Evaluation of the meeting

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**h) Operation:**

## COORDINATING COUNCIL



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### **i) Criteria for Membership to Core Team:**

Core Team members are parishioners who embody the following qualities:

- Desire for spiritual growth in oneself and the parish
- Enthusiasm about the future of the Church
- Ability to study issues, reflect on them and draw sound conclusions
- Eagerness to facilitate parish “ardor” for evangelization
- Courage to work toward consensus
- Capacity to listen outweighing the need to speak
- Integrity in articulating what one has heard and what one believes
- Ability to inspire and empower
- Willingness to delegate
- Flexibility and openness with people and ideas.

In addition, Core Team members would have to commit to attending the bi-monthly meetings as well as the two large Council Meetings in February and October, and other committee meetings as deemed necessary by the Core Team. Participation in an annual Core Team retreat will also be required.

### **j) Selection of Core Team Members**

As with the Apostles, the Core Team is comprised of twelve members. Members are appointed for a three year term for a maximum of 2 consecutive terms. In the initial year, members terms may be staggered (e.g. 3 for one year, 4 for 2 years, 4 for 3 years) in order to ensure ongoing stability and minimize disruption of the group as a whole. The Pastoral Minister also sits as a member and is included as one of the twelve members.

Core Team members are appointed by the Pastoral Minister co-responsibly with the Core Team Executive. (Please see Appendix X for process)

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### **k) Selection of Core Team Executive:**

The Executive of the Core Team is chosen from the membership of the Core Team. It will consist of the pastoral minister who presides over the Council, a chair and a vice-chair. A reporting secretary will be appointed from the membership and is not a member of the Executive.

The initial term for the executive members shall be for a period of one year. Thereafter, the committee as a whole by consensus will determine the terms for the executive members of the committee. The maximum term ongoing shall be three years.

#### The Pastoral Minister:

- Presides at every Core Team meeting
- Consults and accepts or rejects recommendations co-responsibly with the Executive
- Develops the agenda with the core team

#### Chairperson:

- Facilitates council discussions, ensuring that everyone has an opportunity to speak and to be heard.
- Monitors the work of core team members between meetings

#### Vice-chairperson:

- Assists the chairperson
- Facilitates meetings in the chairperson's absence

#### Secretary

- Takes minutes and maintains the core team minutes and records
- Ensures the minutes, agenda and supporting documents are sent to each team member at least one week before each meeting.
- Maintain a current duplicate, both digitally and in hard copy, of minutes, agendas, and supporting documents, to be held at the parish office.

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### **l) Core Team Meeting Agenda:**

The agenda guides the meeting and is developed by the Pastoral Minister and the Core Team Executive. The agenda should include such items as:

- Prayer
- Review of the minutes of the last meeting
- Development of a strategic work plan based on Pastoral Plan goals and actions.
- Review progress on active investigations, considerations, conclusions and recommendations
- Identification of new matters for the Core Team to review
- Evaluation of the meeting

### **m) Core Team Meetings:**

The Core Team will meet six times per annum on the 3<sup>rd</sup> Wednesday of the following months: January, March, May, July, September, and November. The meetings will be a maximum of 2 hours in length and will be from 7:00-9:00 PM (or 7:30 PM-9:00 PM when evening Mass is celebrated). (Please see Appendix 1 for meeting dates)

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### *Glossary of Terms*

**ARDOR** - the word ardor simply means enthusiasm or passion.. Pope John Paul II used this word in December 1990 Encyclical *Redemptoris Missio*, which was a reflection on evangelization. He noted the evangelization was the work of all members of the Church and encouraged that we do so with a new "ardor".

**CO-RESPONSIBLE MINISTRY** -Every member of the Church, laity and ordained, is responsible for carrying out the mission of the Church from the perspective of their life and vocation.. Ministry is not the sole responsibility of the priest or those employed by the Church.

**EVANGELIZATION** The spreading of the Christian gospel by preaching or personal witness.

**FORMATION IN THE FAITH** - Formation-the faith is the development, maturity, and living out of the Pillars of FAITH.

"We have the **traditional four "Pillars of the Faith:"** First, there is the **creed**, the truths which we believe; second, there are **the sacraments**, the means of grace that enable a life in truth; third, there is **the moral life**, our human living of divine truth; and fourth, there is **prayer**. All four "Pillars of the Faith" are important, crucially so. Yet, prayer, among the Pillars, has a unique importance in several ways. Consider each of the other "Pillars of the Faith," and how each is negatively affected, if one's prayer life is deficient or lacking." (ref. Prior to Adult Faith Formation, One Thing Is Necessary  
DECEMBER 5, 2012 by R. Thomas Richard, Ph.D.)

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### *Glossary of Terms (cont'd)*

***NEW EVANGELIZATION*** - a new type of mission work, directed toward historically Christian countries and people who have heard the Gospel but have not fully responded to it. The message to be proclaimed is not new, for it is the never changing Gospel of Jesus Christ, but the *new evangelization* is, according to John Paul II, new in methods, ardor, and expression. In large part, this is a missionary effort directed towards the baptized.

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### ***APPENDIX I***

#### ***Detailed Description of the St. Justin's Parish New Evangelization and Formation Coordinating Council (as of Fall 2013)***

##### **Sacramental Preparation and Follow-up Team**

Includes support and organization of preparation programs and events for receipt of the sacraments of Baptism, First Reconciliation, First Communion, and Confirmation. This ministry will work in concert with School Ministry and Family Ministry as they develop.

*To be developed - a follow-up team and process to support and encourage the reception of sacraments becoming an integral part of one's life as opposed to a singular event.*

##### **RCIA/RCIC and Follow-up Team**

Includes support, organization, engagement and recruitment of RCIA/RCIC candidates, sponsors, catechists and the logistics thereof. It also includes the candidates family and friends and volunteers supporting candidates in their faith journey. This ministry will work in concert with Family Ministry as it develops.

*To be developed - a follow-up team and process to support and encourage RCIA/RCIC candidates in their continuing journey through and beyond mystagogia and full participation in the life of the Church.*

##### **Parish Mission Team**

Includes volunteers who coordinate, organize and support an Annual Parish Mission during Lent for St. Justin's.

*To be considered - following successful implementation of an Annual Parish Mission during Lent over several years, the decision to implement a Parish Mission in Advent will be considered.*

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### ***APPENDIX I (cont'd)***

#### **School Liaison & School Ministry Team**

Includes volunteers, parish staff and parish school representatives supporting the parish-school life relationships.

#### **Pastoral Care Team**

Includes Eucharistic Ministers who visit infirmed parishioners and/or those home-bound as well as those in homes for seniors in the parish

#### **Faith Based Programs, and Formation and Catechetical Strategies and Events**

Includes volunteers supporting Alpha, Catholicism 201, Bible Study, Lunch & Learn, TOB etc. and the ALL SAINTS POSTER TEAM

#### **Marriage Ministry Team (tbd)**

*To be developed - a work plan and Terms of Reference for Marriage Ministry and a Marriage Ministry Team and program.*

#### **Family Ministry Team (tbd)**

*To be developed - a work plan and Terms of Reference for Family Ministry and a Family Ministry Team and program which potentially includes the implementation of the Stronger Catholic Families, Stronger Catholic Youth strategy as well as implementation of the CCCB National Pastoral Initiative on life and the Family. This Ministry must work closely with RCIA/RCIA follow-up Team*

#### **Welcoming Team (tbd)**

*To be considered - The impact and role of implementing a Welcoming Team for new, current, and non-practising parishioners to increase and support engagement in parish life.*

#### **OTHER Evangelization & Formation Tasks**

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### ***APPENDIX II***

#### Full Council Dates Booked:

(Parish Hall - 7:00 - 10:00 PM) *Nb meeting starts following 7:00 PM Mass if celebrated*

October 3, 2013

February 19, 2014

October 15, 2014

#### Core Team Meeting Dates Booked:

(Fred Merrill Room - 7:00-9:00 PM - 3<sup>rd</sup> Wed.)

*Nb meeting starts following 7:00 PM Mass if celebrated*

July 17, 2013

September 18, 2013

November 20, 2013

January 15, 2014

March 19, 2014

May 14, 2014 (*nb this is the 2<sup>nd</sup> Wed of this month as Confirmation on 3<sup>rd</sup> Wed.*)

July 16, 2014

September 17, 2014

November 19, 2014

***APPENDIX III***

***Meeting Opening Prayer***

O God, you called your priest Saint George Preca to the ministry of evangelization; grant us we pray that, enlightened by his teaching and strengthened by his intercession, we also may work unceasingly for the salvation of the world and strive to increase the number of those who believe.

We ask this through our Lord Jesus Christ your Son, who lives, and reigns with You and the Holy Spirit, One God, for ever and ever. Amen.