



Disciples on the Way

PARISH MISSION PLANNING

What is Parish *Mission* Planning?

Innovative and enduring planning process designed to continuously improve our ability

To be missionary disciples striving to lead all people to the Kingdom of God.

Driven by living out our common mission

To foster households and communities of discipleship through the mission and ministry of the Catholic Church.

Begins by asking

“How do we impact the communities in which we dwell?”

Why are we doing this?

As a continuation of Bishop Ricken’s *Disciples on the Way*, Parish Mission Planning is designed

To align and mobilize our parishes, schools and ministry efforts

with our diocesan vision, mission, and cultural values.

Parish Mission Planning begins a new era of planning designed

To inspire cultural change at the parish and school level

in how we fundamentally approach “planning.”

At the end of the day it is about

Changing minds and hearts in how we think about planning and our mission!

With Jesus Christ and through the mission of the Church, we move:

- from scarcity to abundance
- from maintenance to mission
- from programs to people
- from inward to outward focus

Parish Mission Planning Resource
Webpage and Workshop Registration:
www.gbdio.org/parishmissionplanning

Introduction

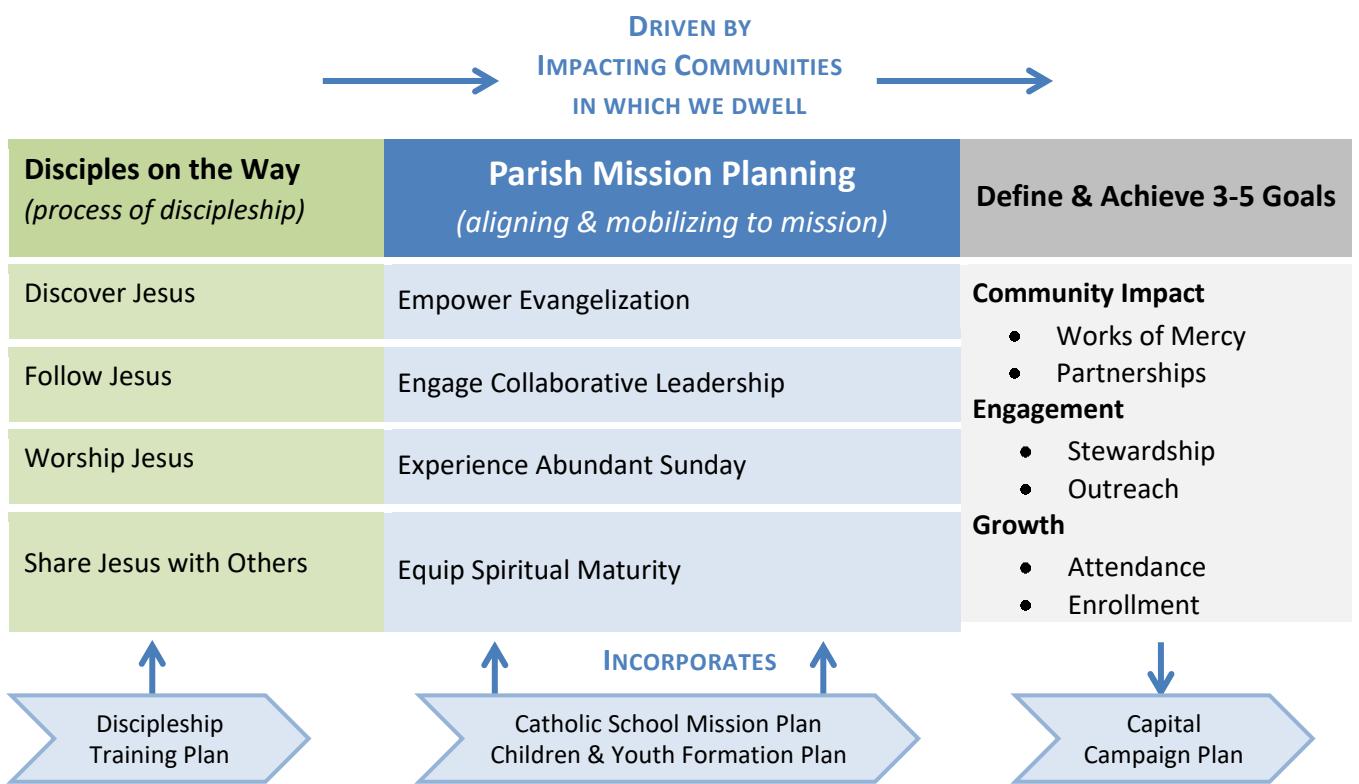
"One of the great challenges facing the Church in this generation is to foster in all the faithful a sense of personal responsibility for the Church's mission and to enable them to fulfill that responsibility as missionary disciples, as a leaven of the Gospel in our world."

— Pope Francis, Apostolic Journey to the United States

Aligning and Mobilizing to Mission

VISION	MISSION
We are missionary disciples striving to lead all people to the Kingdom of God.	As friends and followers of Jesus, we are devoted to fostering households and communities of discipleship through the mission and ministry of the Catholic Church.

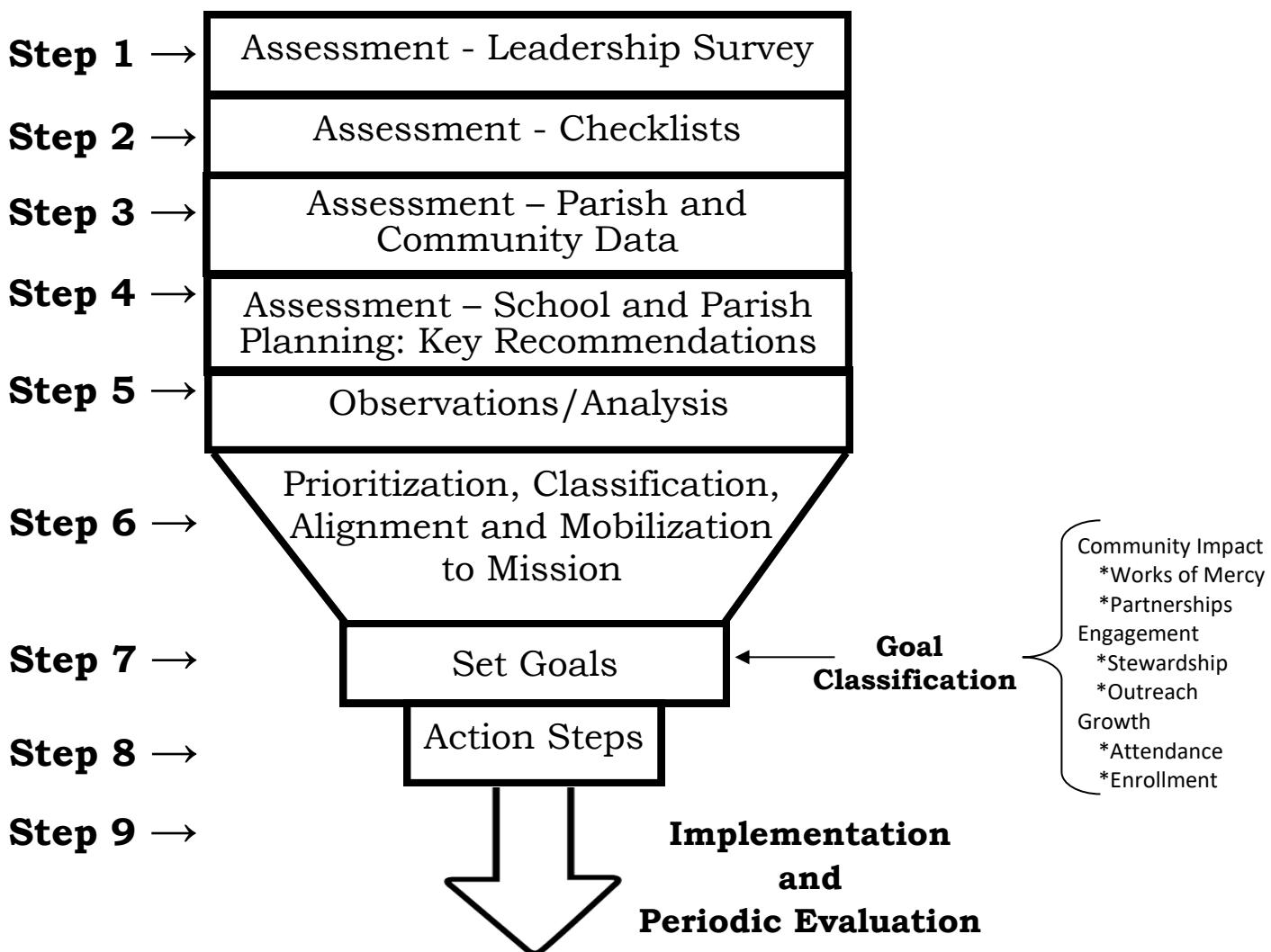
Disciples on the Way, launched in 2014 with Bishop Ricken's "Teach My People to Pray," and the ensuing Diocesan Vision and Mission established in 2016, is a response to our responsibility as missionary disciples to be a leaven of the Gospel of Jesus in the communities in which we dwell.



Parish Mission Planning, as a continuation of *Disciples on the Way*, is a process to bring all of us together with a common mission and vision focused on missionary discipleship as we continue to encounter Jesus, draw close to Him in prayer, accompany one another, and reach out to others in our workplaces, neighborhoods, and communities by:

- Providing a repeatable framework for one common parish and school planning process, with an emphasis on New Evangelization and Missionary Discipleship;
- Incorporating Catholic school mission planning, children and youth faith formation planning, and capital campaign mission planning into one seamless process;
- Impacting communities in which parishes and schools reside;
- Moving minds, hearts and planning from *scarcity* (maintenance) to *abundance* (growth);
- Incorporating mission values: *explore potential, connect to inspire, embrace people's hearts, empowered to act, nurture abundant life and growth.*

Nine Steps to a Successful Parish Mission Plan - CHART



Guidelines for Selecting your Parish Mission Planning Team

Team Facilitator

This person will be responsible (and has experience) preparing meeting agendas, assigning a scribe to take meeting notes, delegating certain tasks, and managing/leading the meetings.

Tech Representative

This person has competent computer skills who will be trained at the PMP workshop on how to collect various parish and community data using MissionInsite, an online demographic analysis tool. This information will be key in developing your parish mission plan.

Communication Liaison

This person will communicate with the Parish Mission Planning Team and the Parish Community through multiple communications (may also be the scribe).

School Representative (if applicable)

This person will represent the school or the school system associated with the parish.

Parish Mission Planning Members

The diversity of the team should reflect the cultural and demographics of the parish/school, starting with the pastor/pastoral leader and including the following recommendations:

- One person from the parish pastoral council or secretary trustee (required)
- One person from the school board/council or the school principal OR one person from the associated school system planning team (required)
- One person from the parish finance council or treasurer trustee (required)
- One young adult, under the age of 35
- Parish DRE (the person who best understands and is involved with religious education, sacramental preparation and youth ministry)
- One parent from parish RE
- One parent from the school (direct or associated system school)
- One person from the community at large who is not fully active in parish life
- One senior citizen (over 65)
- One Hispanic member (if applicable)

Summary of Nine Steps of a Successful Parish Mission Plan

STEP 1 ASSESSMENT – HEALTH OF LEADERSHIP SURVEY

All ministry area leaders, parish and school staff, board members, council/committee members, catechists, teachers and the parish mission planning (PMP) team members complete the Leadership Survey regarding their perception of the parish's, the school's, and their own efforts in reference to evangelization, discipleship, leadership, and community impact. A list of the ten (10) major areas for improvement will be made by the planning team.

STEP 2 ASSESSMENT – OPERATIONAL AND MINISTRY CHECKLISTS

Appropriate personnel / school personnel are assigned the duty of filling out various checklists associated with parish and school operations and ministry areas. A list of the ten (10) major areas for improvement will be made by the planning team.

STEP 3 ASSESSMENT – PARISH AND COMMUNITY DATA SHEETS

The PMP team will review their community and parish demographics, school and religious education enrollment. The team will identify observations in areas of youth, faith, contributions, and activity. A list of five (5) recommendations/strategies for improvement will be made by the planning team.

STEP 4 ASSESSMENT – SCHOOL AND PARISH PLANNING: KEY RECOMMENDATIONS

The PMP team will review the *School and Parish Planning: Key Recommendations* document and determine which goals in this plan will be a focus in the development of the Parish Mission Plan. No more than five (5) goals that stress collaboration and cooperation between the parish and school should be identified by the planning team as a major focus.

STEP 5 OBSERVATIONS/ANALYSIS

The PMP team compiles the lists developed in steps 1 through 4. This list should be no longer than twenty (20) items.

STEP 6 PRIORITIZATION, CLASSIFICATION, ALIGNMENT AND MOBILIZATION TO MISSION

The items listed in Step 5 are prioritized. The top three (3) to five (5) priority items are assigned under the following categories by the planning team: Enabling Evangelization, Empowering Collaborative Leadership, Expressing Abundant Sundays, and Equipping Spiritual Maturity.

STEP 7 SET GOALS

The PMP team takes the list developed in Step 6 and transforms the three (3) to five (5) priority items into goal statements. The goals are concise statements of what the parish and/or school will do over the next one (1) to three (3) years to accomplish forming disciples, evangelizing, and impacting the community in which the parish and school are located. The goals and corresponding action steps are to be SMART: Specific, Measurable, Achievable, Results-Focused, and Time-Bound. The goals are put into the appropriate categories of GROWTH, ENGAGEMENT, and COMMUNITY IMPACT. It is recommended that no more than three (3) to five (5) goals be identified.

STEP 8 ACTION STEPS

The PMP team defines a set of action steps for each of the goals identified by: clearly stating each step, identifying the metric or evidence that will be used to show completion of the step, identifying the person(s) responsible for carrying out the step, identifying the human and financial resources necessary to complete each step, and defining the start and completion date for each step.

STEP 9 IMPLEMENTATION AND PERIODIC EVALUATION

First, set the date to implement the plan according to the plan's action steps. Make sure those responsible for the steps actually start work implementing the steps when they are scheduled to do so. Communicate the start of the action step(s) to the appropriate oversight body and/or constituents. Second, establish a plan evaluation process and schedule. Third, report the progress made toward the plan's implementation to the appropriate oversight body and/or constituents according to the agreed upon schedule.