

SUGGESTED STEPS FOR PROCESS OF IDENTIFYING AND INVITING POTENTIAL LAY* ECCLESIAL MINISTERS

Based on the qualities needed, identify people and then invite them to consider the possibility of serving as a parish life director or a pastoral associate.

**Deacons may also be considered to serve as parish life directors and pastoral associates; you are free to identify and invite a deacon to consider this possibility for the future.*

The following steps should be followed:

1. Meet with the person (at least have a conversation with them) and let them know why you are asking them to consider this and what you see in them.
 - It is important for them to hear from you what they are being called to and why.
 - The affirmation will be helpful as they reflect on their openness and willingness to consider the possibility.
2. Be clear with the people you contact, so the invitation doesn't get ahead of reality. You are inviting them into a process which will involve discernment, preparation and the possibility of serving as a parish life director or pastoral associate in the future.
3. Having a conversation with the person and submitting their name does not obligate you, the diocese, or the person being invited.
4. Suggest that they view the following Youtube video by Michael Himes.
<https://www.youtube.com/watch?v=zRGvhe1CKmg>
5. Let the person know that they will:
 - hear from Sr. Laura within a week-10 days after she receives the completed form from you
 - be invited to participate in a day of reflection; March 5, 2016 (St. Agatha, Canastota) and April 2, 2016 (St. Anthony, Cortland).
6. Complete the form provided and sent it to Sister Laura Bufano, CSJ at the Office of Pastoral Planning.

PROJECTED TIMELINE

- ❖ December, 2015 – February 15, 2016
 - Persons will be identified by priests, deacons and other pastoral leaders and invited to consider the possibility
 - Completed contact information form(s) and recommendation sent to Sister Laura at the Office of Pastoral Planning
- ❖ January 5 and 7; January 12 and 14, 2016 – Regional gatherings will take place to widen the circle of those identifying and inviting potential lay ecclesial ministers. The gatherings will be similar to, though different from, those which took place in November with clergy and other pastoral leaders.
- ❖ January – February 2016
 - Diocesan and pastoral leaders will be engaged in a similar process of identifying and inviting
 - We will follow up in areas where there may be a need and no response
- ❖ Acknowledgement will be sent to the person submitting the information; as information is received, persons identified will be contacted personally via phone and/or email.
- ❖ Reflection Days for Potential Lay Ecclesial Ministers
 - March 5, 2016 – 9:30 am – 2:30 pm – St. Agatha Canastota
 - April 2, 2016 – 9:30 am – 2:30 pm – St. Anthony, Cortland
- ❖ March – April – Sister Laura will follow-up with individuals after reflection days

Revised - December 15, 2015