

Diocese of Bridgeport Parish Pastoral Plan “Building a Bridge to the Future”

Part One: Introductory Information

Parish:

Holy Family Parish, Fairfield, CT

Pastor:

Date:

September 22, 2016

Parish Task Force Members:

Leadership Position:

- 1) **Father Norman J. Guilbert, Jr., Pastor, member of Task Force**
- 2) **Deacon John Moranski, Clergy, member of Task Force**
- 3) **Diane Fahey, member, Task Force**
- 4) **Eleanor Gonzalez, member Task force, Liturgy committee chair**
- 5) **Mark Halstead, member task force, Buildings and grounds chair**
- 6) **Viki Heady, parish secretary, Member task Force, member Liturgy committee**
- 7) **Carol Jones, member, Task Force**
- 8) **Marsha Lynas, Member, Task Force, Parish Council President**
- 9) **Jason Melaragno, Task Force Chairperson**
- 10) **Roxanne Melaragno, Member, Task Force, Task Force Recording Secretary**

Pastor's Signature:



Pastoral Challenge #1: Worksheets for Parish Goals and Action Steps

Please note: One Worksheet must be completed for each pastoral challenge to be addressed.

A. Pastoral Challenge to be addressed: Catechesis and Education

B. Rationale for Choosing this Priority Area:

- The pastoral challenge area of Catechesis and Education has been chosen based on feedback from our parish focus groups. Parishioners that participated in our focus groups expressed concern over the viability and sustainability of our Religious Education program. The feedback gathered indicated that parishioners want to organize, strengthen, and grow this program for young families.

C. Statement of the First Goal to be achieved:

- We will grow and improve our Religious Education program to create a larger, more vibrant, spiritual, self-sustaining, and coordinated program.

a. Action Step# 1 to achieve the Goal:

- Conduct a program review by surveying the parents, children, and volunteers about the current program.

Summary Information for Action Step #1:

- Timeline for completion : By December 1, 2016
- Responsible person/Task Force: Education Sub-committee of the Parish Task Force
- Diocesan Office assisting (if any): n/a
- Projected Costs (if any): minimal

(Please complete this page only if the parish plan proposes additional action steps to realize its First Goal)

b. Action Step #2 to achieve Goal:

- Complete an assessment of the current program at the end of the 2016-2017 school year.

Summary Information for Action Step #2:

- Timeline for completion : By May 1, 2017
- Responsible person/Task Force: Education sub-committee of the Parish Task Force
- Diocesan Office assisting (if any): n/a
- Projected Costs (if any): minimal

c. Action Step #3 to achieve Goal:

- Streamline the program by providing training to volunteers to assist them with delivering instruction and communicate program expectations.

Summary Information for Action Step #3:

- Timeline for completion: By September 20, 2017
- Responsible person/Task Force: Education sub-committee of the Parish Task Force
- Diocesan Office assisting (if any): Office of Faith Formation
- Projected Costs (if any): minimal

(Please repeat the sections above if you propose additional action steps to complete First Goal)

Pastoral Challenge #2: Worksheets for Parish Goals and Action Steps

Please note: One Worksheet must be completed for each pastoral challenge to be addressed.

A. Pastoral Challenge to be addressed: Liturgy and Worship

B. Rationale for Choosing this Priority Area:

- The pastoral challenge area of Liturgy and Worship has been chosen based on feedback from our parish focus groups. Each focus group shared concerns about this area specifically in the areas of music and ministries within the church. Members of the focus groups also shared their enthusiasm for Father Norm's homilies and their hope that the spiritual yet real-life nature of them would continue.

C. Statement of the Second Goal to be achieved:

- Our parish will improve in the area of Liturgy and Worship. We will re-structure and organize our music program and ministries.

a. Action Step# 1 to achieve Second Goal:

- Provide training based upon existing protocols for lectors, altar servers, ushers, and Eucharistic Ministers to communicate parish expectations so that volunteers understand their roles and responsibilities.

Summary Information for Action Step #1:

- Timeline for completion: on-going over the 2 years of the plan
- Responsible person/Task Force: Entire Parish Task Force spearheaded by Deacon John Moranski

- Diocesan Office assisting (if any): n/a
- Projected Costs (if any): n/a

(Please complete this page only if the parish plan proposes additional action steps to realize its Second Goal)

b. Action Step #2 to achieve Second Goal:

- Establish more structure in the music program by scheduling a variety of music at each mass, providing training to musicians, and creating a youth choir.

Summary Information for Action Step #2:

- Timeline for completion: on-going over the 2 years of the plan
- Responsible person/Task Force: Entire Parish Task Force and Paula Phillips, Director of Music
- Diocesan Office assisting (if any): n/a
- Projected Costs (if any): n/a

c. Action Step #3 to achieve Second Goal:

- Assist the pastor in the creation in dynamic liturgies by establishing a Liturgy Committee.

Summary Information for Action Step #3:

- Timeline for completion : By November 27, 2016
- Responsible person/Task Force: Entire Parish Task Force , spearheaded by Task Force member Eleanor Gonzalez
- Diocesan Office assisting (if any): n/a

- Projected Costs (if any): n/a

Temporalities and Administrative Challenge: Worksheets for Parish Goals and Action Steps

Please note: One Worksheet must be completed for each temporalities challenge to be addressed

A. Temporalities and Administrative Challenge to be addressed: Community Life

B. Rationale for Choosing this Priority Area:

- Feedback from our parish focus groups indicated a strong desire to strengthen and enhance our community gatherings. Parishioners were invigorated by the new energy of the parish since Father Norm became pastor and shared their excitement about recent community gatherings. Discussion indicated that parishioners wanted to continue and increase these community building activities.

C. Statement of the Third Goal: We will enhance our parish community so that parishioners have opportunities to gather spiritually and socially in a variety of ways throughout the year.

a. Action Step# 1 to achieve Third Goal:

- **Reorganize Parish Leadership Structure:** Create an arm of the new Parish Leadership Council called the Parish Life Committee to coordinate and organize parish events to be held throughout the year.

Summary Information for Action Step #1:

- Timeline for completion: By March 1, 2017
- Responsible person/Task Force: Entire Parish Task Force, spearheaded by Father Guilbert and Task Force member Marsha Lynas, (present Parish Council president)
- Diocesan Office assisting (if any): n/a
- Projected Costs (if any): n/a

(Please complete this page only if the parish plan proposes additional action steps to realize its Third Goal)

A. Action Step #2 to achieve Third Goal:

- **Social Gatherings:** Establish an alternate place to gather for social functions for the continuation and encouragement of parish community.

Summary Information for Action Step #2:

- Timeline for completion: By December 31, 2016
- Responsible person/Task Force: Entire Task Force, Fr. Guilbert, Task Force member Mark Halstead.
- Diocesan Office assisting (if any): n/a
- Projected Costs (if any): n/a

d. Action Step #3 to achieve Third Goal:

- **Better Communication:** Reeducate various groups, organizations and parish societies such as Social Concerns, Liturgy, Youth Group and choir in proper use of the parish's central calendar to avoid potential conflicts and communication breakdowns. Disseminate calendar on a timely basis to all parishioners through comprehensive announcements of activities in bulletin, web site, and oral announcements.

Summary Information for Action Step #3:

- Timeline for completion: immediate implementation, ongoing, no end date.

- Responsible person/Task Force: Parish secretary and task force member Viki Heady
- Diocesan Office assisting (if any):
- Projected Costs (if any):

(Please repeat the sections above if you propose additional action steps to complete Third Goal)

Optional Question:

1. If you had the ability to respond to a third pastoral challenge, which would you choose and why?

No answer