



Mission Manual
for
**“Speak, Lord,
Your Servant is Listening”**
A 3-NIGHT EUCHARIST MISSION

Contents

| | | |
|---|----|---|
| Introduction | 2 | |
| Excerpt from St. Pope John Paul II | 3 | Minister Lists for Each Evening Service 18-20 |
| Mission Facts | 4 | Parish Pre-Mission Preparation List 21 |
| Mission Committee Structure | 6 | General Notes 22 |
| Evangelization Efforts | 10 | Notes for the Presider 23 |
| Form for Inviting the Inactives | 12 | Daily Mission Check List of Items Needed 24 |
| Outdoor Sign | 13 | Guidelines for Music Ministers 25 |
| Parish Mission Prayer | 14 | Suggested Mission Songs 26 |
| Sample Letter from Pastor | 15 | Sample Bulletin Announcement 27 |
| Sample Letter- Telephone Tree Committee | 16 | Suggested Ideas for After the Mission 28 |
| Sample Telephone Message | 17 | |

Fr. Kevin MacDonald, C.Ss.R.
kmaccessr@hotmail.com
732-222-2731 340-626-7951 (Cell)
San Alfonso Retreat House
755 Ocean Ave Long Branch, NJ 07740
www.redemptoristmission.com
www.facebook.com/RedemptoristMission

Introduction

Our Redemptorist religious family was founded in Italy in 1732 by St. Alphonsus Liguori to "preach the Good News" to the poor and most abandoned that "With Him is Plentiful Redemption" (our motto, taken from Psalm 130). From our conception Redemptorists have been involved with the mission apostolate. God has given us a gift for this special ministry and we are happy to share the gift with you, members of our Church family.

You and others in your parish are considering the possibility of a mission because you wish to aid and renew your fellow parishioners and Catholics in their faith journey. Likewise, you would like as many people as possible to be a part of the experience. We share your desire and dream!

In this booklet we present to you from our parish mission experiences a proven method of preparation to assure high attendance and participation by both regular Church goers and inactive Catholics. Should you decide to invite us to preach a mission in your parish, we presume three months in advance of the mission you will have a Mission Committee in place as recommended in these pages and together we will work towards the achievement of the shared dream.

Should you have any questions or wish to secure dates for a parish mission, I will be happy to assist you.

Thank you for inquiring about having a Redemptorist mission in your parish.

Rev. Kevin MacDonald, C.Ss.R.
member, *The Redemptorists*

Excerpt from Pope John Paul II

With great emphasis, I repeat what I already wrote in the Apostolic Letter *Catechesi Tradendae*:

There is nothing which will replace the parish mission in the periodic and vigorous renewal of Christian life!

I exhort you: re-establish them; re-evaluate them; refurbish them with updated methods adapted to the parishes according to the needs of the local churches.

We must admit realistically and painfully that today many Christians feel confused, perplexed and even sometimes deceived. Ideas contrary to the revealed Truth of Scripture as always taught by the Church are being blatantly spread about, causing confusion and doubt in the realm of belief and morality. Immersed in the intellectual and moral relativism and the consequent permissiveness of our times, Christians are tempted to atheism, to agnosticism and to a vague form of Christianity with no definite doctrine and no objective morality. We must strike at the root of this with the preaching of salvation meant for all, provided God's mercy is not consciously and hard-heartedly rejected, a salvation that is indeed true and does indeed entail a definite style of living as disciples.

The Mission must be a time of encouragement. It must be effective in prayer and penance and conversion for those who have lost faith and God's grace through sin. It must call routine Christians to a life more in accord with the Beatitudes, with the full following of Jesus Christ.

I wish to tell all mission preachers to persevere in this magnificent work. It is necessary and urgent today. Blessed are you if you announce the truth of the Gospel, the hope that consoles, the certitude which gives joy now and forever. Blessed, too, those parishes and communities which welcome you in the celebration of a parish Mission, those who have ears to hear and eyes to see the good news of God's mercy in this life leading to unending happiness forever. To you, preachers and collaborators, to those in the pastoral ministry who cooperate with you and to all who are touched by God's Spirit through your efforts, I pledge my prayers and impart my blessing.

Joannes Paulus II

Mission Facts

What is a mission?

The mission is a preaching event. God's Word is proclaimed through the Bible and Catholic Doctrine. It is also proclaimed through the life, learning and personal experience of the preacher.

Usually, the mission begins Monday night and finishes Wednesday night. It could also begin Sunday evening and end on Tuesday.

The services are about sixty minutes in length. Services are in the evening at a time, usually 7 or 7:30, to be determined by the parish.

The weekend the mission starts, the missionary will preach at all the weekend Masses. The weekend homily is a last invitation to the mission.

Parish Priest(s), Deacon(s), Staff, and Pastoral Council:

Experience has taught us that it is necessary that the Pastor, Associates, Deacons, Staff, and Pastoral Council be involved in the preparation, planning and promotion of the Mission.

Parish People:

We consider it vital to the goal and purpose of the mission that lay leadership be involved in the preparation and promotion for the mission. Thus, we strongly suggest someone **not** on the staff or pastoral council be invited to chair the mission committee.

Involving as many people as possible on the different mission committees spreads out the work load, lessens the burdens and increases attendance and participation in the mission event.

These same people may cooperate with the Pastor, staff and council in any follow up programs that evolve from the mission experience (see final page).

All parish activities that conflict with the evening mission services should be canceled. Rather than tell people there is no meeting, we suggest telling groups that "the meeting begins at 7 or 7:30 in the Church!"

Pre-Mission Meeting:

Distance and expense can preclude a meeting between the parish mission committee and the missionary before the mission begins. When such a meeting with the mission committee and missionary is not possible, communication via email and telephone is a ready alternative.

Fees:

The message of the Gospel is God's free gift to us. Still there are expenses. We want to be as helpful as possible to the parish as together we strive for good stewardship in this area.

The parish will only be asked to pay for transportation expenses. A statement of travel expenses will be given to the Pastor or Finance Manager on Monday of the mission week.

The parish is responsible for all other expenses related to the mission.

There is no particular stipend for the Mission. Instead, a free will offering is asked. This takes the form of a collection taken up prior to the presentation of gifts at the closing night's Mass. The missionary will announce this collection and envelopes will be distributed on Monday night (or Tuesday, if the mission begins on Monday evening).

There should be no other collections during the mission.

| |
|--|
| <p>We do not want the above expenses to be a barrier for parishes wanting a mission but cannot afford the expenses of travel, lodging and/or the advertising of the mission. If you are such a parish, please contact us to make appropriate arrangements.</p> |
|--|

Mission Committee Structure

This is an example of positions needed on your parish mission committee:

| | | |
|-------------------------|------------------------|----------|
| Chairpersons: | Jim and Irene Belen | 555-5895 |
| Transportation: | Greg Voyager | 555-4532 |
| Baby-sitting: | Pat Tyke | 555-5884 |
| Promotion: | Carolyn & John Goergen | 555-5378 |
| Mailings: | Brian Stamp | 555-1235 |
| Phone calling: | Florence Voice | 555-0007 |
| Refreshments (morning): | Betty Crocker | 555-1234 |
| Refreshments (evening): | Judy Pillsbury | 555-2341 |
| Liturgy and music: | Joyce Soprano | 555-9640 |
| | Sue Emblem | 555-0469 |
| | Roberta Flack | 555-7662 |

As you gather people for your Mission Committee, keep in mind that you want to involve as many parishioners in the mission preparation and experience as possible. The key to good attendance is good promotion. Good promotion depends on high frequency of the message. Get the word out often and in as many ways as you can, remembering there are a number of parishioners who do not attend Mass regularly and have very little contact or knowledge of what is about to happen.

Mission Committee Job Descriptions

Please Note: The following list of mission job descriptions can be intimidating. Please read them with an open mind. They are not directives, merely suggestions. You may decide not to have babysitting, a letter writing campaign, or refreshments after the morning Mass. You may find alternative ways to reach the Catholics who do not attend Sunday Mass regularly. The following job descriptions are here to assist you if you decide you would like to move in this direction.

Chairperson:

To coordinate and oversee committee efforts and preparations as well as determine a theme or name for the mission with the assistance of your committee, the Pastor, the pastoral staff, and parish council.

Transportation:

To arrange transportation for those needing rides to and from the mission.

Method:

- Put notice in the bulletin requesting assistance
- Be sure to communicate to *promotion*, *mailing* and *phone calling* volunteers, the name and phone number that people should contact if they are in need of such assistance

Baby-sitting:

To provide baby-sitting during the evening mission sessions.

Method:

- Consult and work with present Sunday Mass Sitters
- Secure enough adult supervision for each night as well as enough adults so that ideally the adults would only have to miss one night of the mission
- Be sure to sign up whatever spaces are available and needed
- Secure cartoons/movies and a DVD player for younger children as well as toys and cribs
- Seek to provide quiet places for kids to do their homework

Promotion

To coordinate the publicity of the mission in the parish and local community.

Method:

Brainstorm about how you can make use of:

- TV and radio public service announcements
- newspaper advertisements and news releases
- public service marquees, e.g. banks, car washes
- bulletin fliers (see suggestions listed)
- bulletin announcements on a regular basis
- buttons
- posters
- a banner for the church (perhaps carried in procession at each Mass in the month before start of mission)
- outdoor sign
- a creative insert for the school and religious education programs at the start of their school year
- involvement of the kids in making posters and displaying them after Sunday Masses and around the school
- helium balloons with the mission theme and dates to be given to the kids or sold at the parish picnic, carnival, etc.
- divide up the parish by blocks/areas and ask parishioners to walk their street placing fliers on doors inviting people to attend the mission
- Ask around so that neighbors and friends might help you.
- Keep in mind that in-active Catholics will not hear Sunday announcements; they will not read the weekly bulletin. Ask yourselves: how can we reach out (i.e., evangelize)?

Mailings:

To prepare letters and fliers to be sent to all parishioners.

Method:

- Ask and assist pastor in preparing this letter
- Check with parish secretary for necessary supplies, use of equipment and information
- make copies, stuff, label, and sort letters for bulk mailing

Phone calling:

To reach out a week to ten days before the mission starts and personally invite parishioners to the mission.

Method:

- Obtain an updated list of parishioners and their phone numbers
- Secure people via bulletin announcements as well as personal invitation
- Get one caller for each 15 families or units in the parish
- Adapt Sample Telephone Message to meet your needs
- Meet with committee, review Sample Telephone Message and determine when calls will actually take place
- Make calls and be sure to keep trying until you reach each family or unit.

Refreshments - mornings:

To provide coffee, juice and goodies (coffee cake, donuts) after main morning Mass.

Method:

- Invite those who usually attend the Mass designated as the Mission Mass and gather others
- Organize volunteers and make sure to explain responsibilities
- Secure other amenities that will be needed: napkins, cups, utensils, and so on

Refreshments - evenings:

To provide refreshments after each evening service and create a comfortable, informal and inviting atmosphere for people to gather.

Method:

- Decide what you would like to have each evening (what would folks find inviting?), keeping in mind that the final evening's goodies should be extra special
- Secure people for each evening to serve refreshments, trying not to get the same people for each night
- Seek people to bring goodies such as the Legion of Mary, the Holy Name Society, the Parents and Teachers Association, Parish Council Commissions, and so on
- Avoid food lines by putting drinks (regular coffee, decaf coffee, punch, lemonade) in the room's corners and foods along the walls
- Make sure chairs are available, if not already set up, and perhaps even music playing as well as decorations in place so people will be enticed to come and get to know members of their parish

Liturgy:

To review and prepare for the mission and each evening service.

Method:

- Include intercessions for the success of the mission at all weekend Masses
- Determine a way to invite members of the parish to pray for the success of the mission at home as well as at church with informal holy hours and the like
- Encourage all parish meetings to begin with prayer and include the success of the mission in their intentions
- Review each evening's service and note the number of ministers needed as well as type and placement of songs
- Inform ministers to be in the sacristy (or back of church) a half hour before the start of the service to rehearse
- Contact musicians and choirs to arrange what nights they will each play and sing
- Work with the music ministry to arrange what nights they will each play and sing
- Work with musicians and choirs in determining music in light of the theme for each night of the mission and the parish's knowledge of music
- Each day of the mission check in with the missionary to review needs as well as the service itself
- Secure symbols for each night's service and determine where in the sanctuary these symbols will be enthroned. Also prepare such things as lectern stands, cloth and flowers that you may wish to use to adorn the place of enthronement
- Read pages describing the mission night's program thoroughly
- Give a list of ministers and music for each evening to the missionary by noon of the Sunday/Monday that the mission starts

Evangelization Efforts

According to Gallup, the largest Christian denomination in the United States is Roman Catholics. The second largest Christian denomination is in-active Catholics!

Pope Paul VI spoke about the Church's need to first evangelize our fellow Catholics. St. John Paul II spoke about this being the age of "new evangelization." Pope Francis has challenged us to create welcoming parishes, especially to the poor living in our midst. The American National Conference of Catholic Bishops in its pastoral letter, *Go and Make Disciples* (1992), offers a strategy for reaching out to both in-actives and unchurched people. It's in the spirit of the Holy Father and the US and Caribbean Bishops that we Redemptorists invite pastors and parishioners to join us in efforts to reach out to our in-active brothers and sisters and invite them to the extraordinary preaching event we call the mission.

The need to reach out is evident from studies. In the United States, for example, forty-four people out of every 100 are unchurched. There are sixty million Catholics in the United States. Of these sixty million Catholics, 25% celebrate Eucharist weekly, 50%-- or thirty million Catholics-- celebrate Eucharist occasionally, and 25% never go to church at all.

Since the in-actives are not at weekly Mass, they will not read or hear about the mission. We must look for other ways to announce and invite.

A study of a sales force had these results:

- 48% of the force quit on a potential customer after one phone call.
- 25% of the force quit after two calls.
- 15% quit after three calls.
- Summary: 88% of the sales force quit on a potential customer after making calls 1, 2 or 3.
- 12% of the sales force called a potential customer 4, 5 and 6 times.
- **Conclusions: 12% of the sales force did 80% of the business! 88% of the sales force did 20% of the business!**

Question: What can we learn about evangelization from this study? If we want to be successful in "selling" the mission to in-actives, we need to "call our customers" at least four, if not more, times.

We suggest the following strategy in the weeks preceding your mission.

- Week 10: Every household gets a letter from the Pastor about the mission.
- Week 9: A select phone committee follows up the pastor's letter with a phone call to in-actives inviting them to the mission.
- Week 6: A postcard about the mission is sent to in-active Catholics
- Week 5: The same folks call and follow up with the in-active Catholics about receiving the postcard and the mission.

- Week 2: In-actives get another postcard or flyer.
- Week 1: Everyone in the parish is called and invited to the mission while the same volunteers call the in-actives once again to invite and confirm their coming to the mission.

Chances are there are people on the staff who can help secure the names and addresses of the in-actives (some of the people who don't use or want envelopes and some of the parents of recently baptized children, First Communicants and Confirmandi). Consider announcing after communion at all the weekend Masses your intentions of reaching out to in-actives and inviting parishioners to submit the names, addresses and phone number of neighbors, co-workers, and friends they know who aren't going to Sunday Mass on provided forms and to return the completed forms the following weekend, placing them in the collection basket along with their contributions. When securing this information, also inform parishioners that it is a proven fact people return to a more active practice of the faith via the relationship they have with someone who is active. Ask parishioners if they would be willing to follow up mailings with a phone call to the people they submit. Finally, place the completed forms which people have submitted on the altar or another suitable place in the sanctuary and include in your weekend petitions God's blessings on your efforts to evangelize.

An additional way to reach out and invite in-active (as well as active) Catholics to the mission is through the school and religion educators. Encourage school and CCD teachers to attend the mission, even if they are not members of the parish, and talk up the mission with the kids. Make up a choir of CCD children (anyone can join) and a choir of school children (anyone can join) and have them sing at separate nights of the mission, hopefully early on in the mission rather than later. Teachers, have your students write a note asking their parents to bring them to the mission.

As you evangelize let the words of Jesus be your inspiration and strength when He stated the joy in heaven over the finding of one lost sheep. That lost sheep may be your spouse, your son or daughter, your brother or sister, a friend, a neighbor, or a coworker. These people are worth this effort.

Form for Inviting the Inactives

St. Joseph Parish Mission

Dec. 1-3

7 PM Each Night

Do you know of someone who is in-active in our Catholic faith that we may invite to our mission?

Name: _____

Name: _____

Address: _____

Address: _____

Phone # _____

Phone # _____

Name: _____

Name: _____

Address: _____

Address: _____

Phone # _____

Phone # _____

People who become active in the Catholic Church again state it was through the invitation of someone they knew and respected that greatly influenced them. If you receive a copy of all the planned mailings to the people you name above, would you be willing to follow up each mailing with a phone call inviting the people to our mission? If so, please give us your name, address and phone number.

Your Name: _____

Address: _____

Phone Number: _____

Please return completed forms in next weekend's collection.

Outdoor Sign

PURPOSE: An outdoor sign is meant as an attention-getter. It simply states:

- 1) a Mission is coming,
- 2) when, and
- 3) that all are welcome to be a part of this extraordinary parish event

TYPES: Generally the sign is made of wood. However, some parishes have used a mobile lighted sign or a banner. Both are very good.

STYLE: The sign should be large, the lettering bold and easily readable from a distance.

CONTENT:

what- Parish Mission

theme- "Speak, Lord, Your Servant is Listening" (The parish is responsible for naming the mission. The focus of the mission is the Eucharist.)

when - Days and Dates (Sunday, Dec. 1 – Tuesday, Dec. 3)

time - 7:30pm (or whatever time suits the parish.)

who - All are welcome

PLACEMENT: Place the sign where it is visible to the greatest number of **non**-parishioners (your parishioners will have received the information in the bulletin, in the mail, etc.).

Parish Mission Prayer

Please use this prayer often- before meetings, after the Prayer of the Faithful or post-Communion prayer on Sundays, with the homebound, on Monday mornings in school, etc.

GOD, OUR FATHER, WE OFFER YOU PRAISE AND THANKSGIVING FOR ALL THE MANY GIFTS YOU HAVE GIVEN US THROUGH JESUS, YOUR SON. WE THANK YOU ESPECIALLY FOR THE GIFT OF OUR PARISH MISSION.

LOVING AND GRACIOUS GOD, QUIET OUR MINDS AND HEARTS, THAT WE MAY BE OPEN TO THE GIFT OF YOUR TRUTH. GRANT THAT OUR MISSION MAY BE:

**A TIME OF GRACE FOR ALL,
A TIME OF GROWTH FOR THE YOUNG,
A TIME OF REFRESHMENT FOR THE OLD
A TIME OF RENEWAL FOR FAMILIES,
A TIME OF HEALING FOR THE BROKEN,
A TIME OF JOY FOR THE SORROWING,
A TIME OF CHALLENGE FOR THE COMPLACENT,
A TIME OF FORGIVENESS FOR THE SINNER,
A TIME OF STRENGTH FOR THE HOLY,
A TIME OF HOMECOMING FOR THOSE WHO HAVE BEEN AWAY.**

GRANT, MOST LOVING GOD, THAT OUR MISSION MAY BRING DOWN YOUR RICHEST BLESSINGS ON EACH AND EVERY MEMBER OF OUR PARISH COMMUNITY.

WE PRAY THROUGH THE INTERCESSION OF MARY, OUR MOTHER, IN THE NAME OF JESUS CHRIST WHO LIVES WITH YOU AND THE HOLY SPIRIT FOREVER.

AMEN.

Sample Letter from Pastor

Come to the Mission: “Speak, Lord, Your Servant is Listening”

Dear Parishioner,

Please accept this invitation as members of St Joseph's Parish to attend our " Speak, Lord, Your Servant is Listening " Mission, conducted by the Redemptorists.

A Parish Mission is a series of presentations on the Word of God. Each evening is different, yet, each evening will consist of a proclamation of the Word, reflections, singing and praying together. It will be a grace-filled happening, an opportunity to experience in a special way the saving presence of God.

If you have abandoned the faith of your youth, the mission is for you. If you have been on-again, off-again in the practice of your Catholic religion, the mission is for you. If you have wondered what is going on in the Church today, the mission is for you. If you have been faithful to your Catholic duties, the mission is for you. If you feel you need to know more about how to pray, the mission is for you. If you judge yourself to be in need of spiritual growth, the mission is for you. If you are a sinner or a saint or somewhere in between, the mission is for you. The mission is for everyone, but especially for you.

To make it easier for entire families to attend, there will be baby-sitting every evening. Just call Sue Tyke at 555-5884 and let Sue know how many children you will bring and their ages. Sue is setting up quiet places for older children to do homework and needs to know how many rooms to have available.

If you need a ride to and from the evening services, call Fern Frisbee at 555-4532. Fern can arrange transportation for you.

Should you like to volunteer your own services to babysit or drive people, please give Sue and Fern a call.

Our " Speak, Lord, Your Servant is Listening " Mission begins Sunday evening, Dec. 1st at 7:30 pm. There is a Mission service planned for Monday and Tuesday evenings at 7:30, too. Each service is about an hour in length. Each evening's service will be followed by a time for fellowship and refreshments.

Please join me in praying for the success of our mission for our parish family and plan now to share with me this very special grace-filled time.

In the love of Christ,

Sample Letter for Telephone Tree Committee

Dear Co-worker,

Thank you for volunteering to help us to contact the parishioners by telephone. The purpose is to make sure everyone hears about the upcoming Parish Mission. Most will welcome the phone call with enthusiasm; others will be surprised but delighted that a personal call was given to them. It may be the first time anyone from the Parish has ever called them.

Enclosed you will find a detailed sheet contained "the script and of course a list of the parishioners to be contacted.

I ask you to please make the calls during the week of _____ . You may find more people home in the evenings, but do not call after 9:30pm. Please return the calling sheet as soon as you finish.

You may learn that someone in the home is a shut-in or needs to talk to someone on the pastoral staff. Please let us know when you encounter this situation.

Your support and your time are truly received as a gift. I appreciate the generosity and willingness to help make this week of mission known throughout our parish family.

Thank you!

Sincerely,

Coordinator of the Phone Tree

P.S. Feel free to call me with any questions at 555-1212.

Sample Telephone Message

When calling, be sure you are upbeat and inviting! Telephone calls should be made seven to ten days before the start of the mission. Keep trying to get in touch with the people you are assigned, should your first attempts fail to find anyone home. Remember- it might be your phone call that brings someone back to God! Please note: Most people will probably not be familiar with the word, "Mission." Be prepared to explain it or you might find it more helpful to substitute "revival" or "parish retreat."

Hello. My name is _____ . I'm calling on behalf of our Pastor, Father _____, and the parishioners of _____ Parish to invite you to our parish mission entitled "Speak, Lord, Your Servant is Listening."

The mission begins Sunday evening, Dec. 1st, at 7:30 and will last three consecutive nights.

We have also arranged to have baby-sitting available. If you need baby sitting or have any questions about baby-sitting arrangements, please call Sue Tyke at 555-5884.

Should you need a ride, we have transportation available, too. Just call Fern Frisbee at 555-4532 and Fern would be happy to assist you.

I'm really excited about the mission and hope you can join us. Hope to see you Sunday evening, February 16th, at 7:30.

Good bye! God bless you.

Minister Lists for Each Evening Service

First Night Ministers

Master of Ceremonies (M.C.):

C.Ss.R. Missionary

Greeters*:

Marge Orton
Stanley Kline
Larry Sosin
Ed and Maxine Hofeli
Mary Ann Lukasil

Music People:

Fernando Reyes (Organist)
Helen Reddy (Song Leader)
Members of Youth Choir

Censor and Boat Bearers:

Greg and John Aldin

Preacher:

C.Ss.R. Missionary

Additional People for the non-sacramental anointing

Shirley Casey
Bill Graves
Mike Lilly
Pam Lilly

* Greeters pass out Mission Collection envelopes on the first night.

Second Night Ministers

Master of Ceremonies (M.C.):

C.Ss.R. Missionary

Greeters:

Bro. Tom
Michael Path
Ryne and Cindy Stoeck
Lynne DeKreek
Jack and Mary Snodgrass

Music People:

Seals and Croft (Guitarists)
Carly Simon (Song Leader)

Censor and Boat Bearer:

Francis McDermand

Preacher:

C.Ss.R. Missionary

Confessors (number depends on parish size):

Father Mark
Father Matthew
Father John
Father Luke
Father Paul
Msgr. Higgins

Third Night Ministers

| | |
|--|---|
| Master of Ceremonies (M.C.): | C.Ss.R. Missionary |
| Greeters (and Ushers) [†] : | Sandy DeVito Bill and Cindy Schmitz Sr. Cathy |
| Music People: | Doc Seversen (Organist) Judy Collins (Song Leader) Folk Choir |
| Acolytes: | Ricky and Dave Nelson |
| Reader: | Sue Lipstick |
| Two lay people to speak after the gospel about “what the Eucharist means to me” | Ray Parlante Lisa Habladora |
| Preacher: | C.Ss.R. Missionary |
| Concelebrants: | C.Ss.R. Missionary Father Associate |
| Deacon: | Dick Meyer |
| Celebrant: | Father Pastor |
| Gift Presenters: | The Brady Bunch |
| Eucharistic Ministers: | Roy Rogers Dale Evans Gene Autry Cisco Kid |

[†] Greeters/Ushers will take up a Mission Collection at the usual time.

Parish Pre-Mission Preparation List

Things the Parish Community Should Do:

Secure a Mission Committee Chairperson and Committee Members
 Determine a Mission Theme (for example, “Speak, Lord, Your Servant is Listening”)

Prayer and Fasting:

- Petitions at all weekend Masses for the success of the Mission
- Parish meetings include the mission in their opening prayers
- Individual and Group Prayer:
- Formal or Informal holy hours
- Set aside a special day a week for fasting
- Develop and circulate a Mission Prayer for people to use at home.

Promotion

Line up transportation

Recruit and Prepare for Baby-Sitting

Prepare Mailings

Recruit people for a phone committee

Line up refreshments and servers for fellowship

Prepare for Mission Services

All Parish Meetings and Activities [including Bingo] that would conflict with the mission time should be rescheduled. Consider inviting the people to the mission.

General Notes

On the 1st and 2nd evenings of the mission, we will expose the Blessed Sacrament on the altar. I will lead a series of meditations with a few minutes of quiet reflection to follow. At the end of the first evening, we will need 4-6 small bowls (depending on the size of the crowd) with a small amount of olive oil in each. People will be invited to come forward in two's and make the sign of the cross on each other's palms.

The second night will be similar to the first in that I will lead a series of meditations with some quiet time for reflection in between. It will end with confession and private prayer with the Blessed Sacrament which will be moved to a location where people can kneel in front of the Monstrance.

The third evening is a closing Mass. I'll ask that the parish select two parishioners to share on the closing night on "What the Eucharist Means to Me." Their sharing should be 3-5 minutes long and will take place after the gospel is read. I will speak afterward.

Notes for the Presider

- Suggested Mass prayers are "For the Spread of the Gospel" and preface, or Unity of Christians
- Readings by choice of the preacher or seasonal.
- The homily will be about 20 minutes.
- Prayer of the Faithful may be done spontaneously OR prepared beforehand by the Presider, deacon, or missionary, reflecting the message of the homily and the overall mission.
- **The offering (collection) is for the Redemptorists and their missions.**

Daily Mission Check List of Items Needed‡

First Evening:

- Items usually needed for Exposition:
 - + Monstrance
 - + Tabernacle key
 - + Incense, thurible, boat
 - + Altar candles
- People to help with non-sacramental anointing
- 4 to 6 small bowls (a larger parish may need more) with a small amount of olive oil in each bowl
- Greeters to hand out Mission Collection envelopes (to be collected on the 3rd evening)
- People to do transportation and baby sitting
- People to provide and serve refreshments (optional)
- A typed list of ministers and songs for the service for the Missionary

Second Evening:

- Items usually needed for Exposition:
 - + Monstrance
 - + Tabernacle key
 - + Incense, thurible, boat
 - + Altar candles
- People to do transportation and baby sitting
- People to provide and serve refreshments (optional)
- Extra confessors according to the size of the parish and places (signs?) for confessors
- A typed list of ministers and music for the service for the Missionary

Third Evening:

- Usual Mass preparation
- Ministers for the service
- People to do transportation and baby sitting
- People to provide and serve refreshments (optional)
- A typed list of ministers and music for the service for the Missionary (preferably handed in on Sunday)
- Greeters/Ushers to take up the Mission Collection
- Perhaps a Mission keepsake to be handed out on last night

‡For the daily morning Mass, please ensure the participation of Music, Lector, and Eucharistic Ministers; refreshments afterwards (optional) would be desirable for interactivity and community building.

Guidelines for Music Ministers

Music greatly enhances worship. Your ministry contributes to the overall success of the mission experience. Know we count on your ministry as well as your knowledge and familiarity with the mission services.

A key element of each evening service is to involve the people, including the singing wherever such participation is mentioned and requested. In the spirit of evangelization, consider forming a choir of school children and a choir of CCD children to sing during the mission.

Please review the services for each night. Wherever music is desired, please choose music that both fits the service's symbol and theme and which people know and sing relatively well. On the next page is a **sample** of selections from some other parishes.

Soft music starting fifteen to ten minutes before the service is desirable. This will help to create a prayerful atmosphere for people as they arrive.

On the 1st Evening, people will be coming forward for an anointing. At this time, please provide music throughout the duration of the movement until all ministers are in positions to continue the service.

The final evening's Eucharistic celebration should compare musically to what the community is accustomed to at Sunday Mass, musically and otherwise.

Weekday morning Eucharistic liturgies should be what the parish normally celebrates musically.

Should you have any questions, please feel free to contact the Mission Committee Chairperson, who will be in regular communication with one of the missionaries.

Thank you for all your good ministry. We look forward to celebrating the mission with you.

SUGGESTED MISSION SONGS

[Mission Focus – Healing Power of the Eucharist]

1st Evening

Processional: “Gather Us In” or “I Have Loved You”
 Exposition: *O Salutaris Hostia*
Tantum Ergo
 Anointing:
 Recessional: Holy God We Praise Thy Name TM 95

2nd Evening

Processional: “Gather Your People” or “One Bread, One Body” or
 “Table of Plenty” or “I Am the Bread of Life”
 Exposition: *O Salutaris Hostia*
Tantum Ergo
 Penance: Soft Instrumentals (No Closing Recessional)

3rd Evening

Processional: “One Spirit, One Church” or “Here at This Table”
 Psalm: “God Mounts His Throne”
 Preparation: “Servant Song”
 Communion: “I Am the Bread of Life”
 Meditation: “Prayer of St. Francis”
 Recessional: “How Great Thou Art” or “We are Called”

Sample Bulletin Announcement

Have you ever gone away on a retreat? Many have and they rave about how relaxed and peaceful they felt when it was over. We are asking you to spread the good news to anyone and everyone that St. Joseph Parish will be offering a retreat experience for you, your family, your friends and your neighbors.

And we are blessed and most fortunate that this mission/retreat experience will be led by Fr. Kevin MacDonald, C.Ss.R. Fr. Kevin is a Redemptorist priest originally from Woburn, MA. Ordained in 1991, Fr. Kevin has worked as a parish priest in Dominica, New York, Boston, St. Lucia and St. Croix. He is currently assigned to the Redemptorist Community in Daytona Beach, FL

Fr. Kevin will introduce the mission experience and preach at all Masses on the weekend of September 21-22. The retreat experience itself will take place in St. Joseph Church from Sunday, September 22nd through Tuesday, September 24th beginning at 7:00pm each evening. A special “Mission Mass” will be celebrated on Monday and Tuesday morning at 9:00am, as well as a closing Mass on Tuesday evening at 7:00pm. The Sacrament of Reconciliation will be available during the week, especially on Monday evening when additional confessors will be present.

This retreat, more commonly called a “Parish Mission,” will be centered upon the Eucharist, which we Catholics believe to be Christ himself. If this is true, *and it definitely is*, then we should allow God time to communicate with us. On Sunday and Monday evening, the Blessed Sacrament (the Eucharist) will be exposed on the altar. Fr. Kevin will lead the congregation in short meditations and reflections. While many retreat experiences are spent listening to a main speaker, this one will mostly be spent listening to God.

How does one “listen” to God? It is simple – we stop talking! Someone once said: “God is a perfect gentleman; he will never interrupt while we are speaking.” Exactly. We need to give our stressful lives a break. The bills will still be there when we return home. Our worries can be picked up at the door on the way out, if we so choose. But, hopefully, these evenings will help us surrender our worries and concerns into the capable hands of God.

Is this retreat for the spiritually mature? Absolutely! Is it for stressed out parents and teens? Definitely! Is it for the newly retired and those who are searching for employment? Yes and yes! You get the drift? This retreat is for everyone who believes that God has something important to communicate with us. We will hopefully begin to develop habits of listening that will strengthen our relationship with God and others in the future.

Suggested Ideas for After the Mission

Some older Catholics recall missions from days past. Chances are their recollection is not all pleasant! Many parishioners and committee members may not be familiar with what a parish mission is at all. Hopefully the pages of this handbook will help you and your Mission Committee better understand what happens at a mission.

Evidently people in the parish, the Pastor, Pastoral Council, Parish Staff, or groups of parishioners, believe a mission is something that would benefit your faith community. We encourage the Mission Committee and other preparatory committees to spend some time dreaming in response to the question of what each person would like to see happen in our parish as a result of the mission. Keep a record of these dreams. Then, experience the mission before reconvening and re-asking yourselves what you would like to see happen in your parish now as a result of the mission experience. The possibilities are endless and are only limited by the giftedness of each parishioner.

The following are some ways that other parishes have kept the mission alive:

- Form groups to share faith (Renew, Christ Renews His Parish and so on).
- Assist parishioners in giving special emphasis to matrimony, family life and prayer.
- Draw up a parish time-and-talent survey in a spirit of stewardship with a well-planned and clear implementation.
- Look at the possibility of some new and needed parish ministry for the period of a year.
- Organize retreats or days of recollection for parishioners and parish groups.
- Organize Bible Study groups (Little Rock, Share the Word, and so on) to deepen knowledge of Scripture.

Thank you for having a Redemptorist mission in your parish.

Rev. Kevin MacDonald, C.Ss.R.
The Redemptorists
www.redemptoristmission.com