



DIOCESE OF METUCHEN DEPARTMENTAL PASTORAL PLANS

Office

Office for Catechesis

Mission Statement

The Office for Catechesis assists the Bishop in carrying out the definitive aim of catechesis which is to put people not only in touch, but in communion, in intimacy with Jesus Christ, through spiritual, pastoral and intellectual formation.

*(Inspired by Catechesi Tradendae, 5 and
The National Directory for Catechesis)*

Vision Statement

The Office for Catechesis strives to make lifelong faith formation the central axis of catechesis in all parishes of the Diocese of Metuchen by providing all people, at every age and stage of life, opportunities to experience God's love and conversion of heart through a growing knowledge of Jesus and the Gospel message.

The Office endeavors to raise up, train and nourish parish leaders and catechists who teach and echo the faith, who build up the life of the worshipping community, and lead others to commit themselves to living our Christian values in everyday life, according to age and ability.

The Office for Catechesis commits itself to close collaboration with pastors and parish communities to fulfill its vision.

*** Note: The highlighted Goals & Objectives support the Diocesan effort to "Embrace Unity in our Diversity".**

Three-Year Goals

- 1 To work together with all offices in the Diocese, especially those in the Department of Formation and Leadership, to learn how to collaborate and build upon each others' ministries, in order to provide our parishes with the best practices of forming and educating our people in faith.
- 2 To gather the wisdom and experience of the priests in each deanery to assist the Office for Catechesis to call forth leadership, develop training, processes and events that will inspire parishes to more intentionally evangelize and catechize all their parishioners.
- 3 To provide opportunities for parishes to discover the urgency for ongoing, systemized, lifelong faith formation that is mindful of the uniqueness of their community. (Synod Norms 11, 12, 55)
- 4 To offer opportunities for Parish Catechetical Leaders, Catechists, Adult Faith Formation Teams, and diocesan staff to grow in their faith, and to continue to support and nourish their ministry through training, formation and education.

One Year Objectives

Goal 1: To work together with all offices in the Diocese, especially those in the Department of Formation and Leadership, to learn how to collaborate and build upon each others' ministries, in order to provide our parishes with the best practices of forming and educating our people in faith.

Objective	Person Responsible	Date Due
1 To meet monthly with the offices in the Department of Formation and Leadership to pray, plan together, share insights and discuss how together we can collaborate our ministries and keep from duplicating events.	Cele Regan	Aug 1, 2011 – June 30, 2012
2 To attend 2 departmental days of reflection and prayer with a guest facilitator.	Cele Regan	Advent and Lent
3 To invite at no cost, all diocesan personnel to events, training and processes offered by the Office for Catechesis.	Pat Martin	June 30, 2012
4 To attend events that are sponsored by other diocesan offices and parishes to learn how they might impact the ministry of catechesis.	Office for Catechesis Staff	June 30, 2012

5	To communicate all we have learned with parishes through email, bi-monthly newsletters, monthly Echo Gatherings, AFF seminars and deanery meetings.	Cele Regan & Pat Martin	June 30, 2012
6	Collaborate with the RCIA Office in presenting a bilingual workshop on the RCIA adapted for children of Catechetical age.	Sara Sharlow Cele Regan	Spring 2012

Goal 2: To gather the wisdom and experience of the priests in each deanery to assist the Office for Catechesis to call forth leadership, develop training, processes and events that will inspire parishes to more intentionally evangelize and catechize all their parishioners.

	Objective	Person Responsible	Date Due
1	To attempt to contact 3-5 deaneries we have not yet visited to set up gatherings to raise awareness of diocesan outreach/ministries and receive input from pastors.	Cele Regan & Mary Ann Giannone	June 30, 2012
2	Meet periodically as a department staff to analyze the information gathered at deanery meetings to discern how we can best serve parish communities.	Directors & staff	June 30, 2012
3	To invite pastors, clergy and parish staffs to participate in diocesan events that will help them evangelize and catechize their parishioners, e.g. Faith formation Convocation, roundtables, etc.	Pat Martin	June 30, 2012

Goal 3: To provide opportunities for parishes to discover the urgency for ongoing, systemized, lifelong faith formation that is mindful of the uniqueness of their community. (Synod Norms 11, 12, 55)

	Objective	Person Responsible	Date Due
1	To study church documents and formulate a plan to help parishes understand the importance of lifelong faith formation, with special emphasis on adult faith formation as the central axis of all faith formation.	Carol Mascola	June 30, 2012
2	To sponsor 3-5 workshops at the annual Faith Formation Convocation (in English and Spanish) to help parish leadership understand the importance of lifelong faith formation and how to implement it in a parish.	Cele Regan, Carol Mascola & Pat Martin	Nov. 12, 2011

3	To invite 2-3 experts on parish lifelong faith formation to share their experience/knowledge at monthly ECHO gatherings for pastors, PCLs and catechists.	Cele Regan & Pat Martin	Sep 1, 2011 – June 30, 2012
4	To provide 1-2 training workshops for those who catechize children and adults with special needs.	Pat Martin	June 30, 2012
5	To gather those responsible for adult faith formation in parishes to come together at least twice a year for “roundtables” to learn, share and plan for vibrant faith formation for adults.	Carol Mascola	June 30, 2012
6	Through revisions of the Parish Catechetical Leaders’ Policy Handbook and the Special Needs Policy Handbook, provide guidance and structure for alternative models of parish faith formation.	Cele Regan, Carol Mascola & Pat Martin	June 30, 2012
7	To continue offering the series, “What the Bible Has to Say about...”- various topics from scripture that help us live as Catholic Christians.	Cele Regan, & Pat Martin	June 30, 2012
8	To explore how to support Catholic single parents and help them raise their children in the faith.	Carol Mascola, Pat Martin, & Angelica Barrera-Cruz	June 30, 2012
9	To provide formation opportunities for those preparing for the Sacrament of Confirmation.	Cele Regan	June 30, 2012

Goal 4: To offer opportunities for Parish Catechetical Leaders, Catechists, Adult Faith Formation Teams, and diocesan staff to grow in their faith, and to continue to support and nourish their ministry through training, formation and education.

Objective	Person Responsible	Date Due
1 To plan, invite presenters, coordinate, advertise, and sponsor a bi-lingual, annual Diocesan Faith Formation Convocation.	Cele Regan, Carol Mascola & Pat Martin	Nov 12, 2012
2 To plan and provide ongoing formation and education through 6-8 two hour ECHO Enrichments for PCLs, catechists and parish leadership.	Cele Regan, Carol Mascola & Pat Martin	Sep 1, 2011 – May 31, 2012
3 To plan and sponsor an overnight retreat for PCLs and catechists at a local retreat house.	Pat Martin	May 31, 2012

4	To visit 6-8 “clusters” of PCLs to share our office’s goals and objectives, to encourage participation in PCL and catechist certification, to listen to and collaborate with PCLs, and to make sure crisis management plans are in place.	Cele Regan, Carol Mascola & Pat Martin	July 1, 2011- June 30, 2012
5	To evaluate, plan and provide resources and facilitators of CARE for local parishes to train their catechists.	Carol Mascola & Pat Martin	June 30, 2012
6	To provide 2 “catechist study days” to train catechists in creative skills and methodology, as part of diocesan catechist certification.	Carol Mascola	July 1, 2011- June 30, 2012
7	To encourage new and not yet certified catechists to participate in STEP ND (online basic catechist certification) through newsletter articles and personal contact with PCLs at 6-8 cluster meetings, to share materials, personal experience, etc.	Carol Mascola	June 30, 2012
8	To provide ongoing formation and education to Spanish speaking catechists- onsite in parishes and online through University of Dayton VLCCFF courses.	Pat Martin	June 30, 2012
9	To explore providing an evening or day of spiritual reflection for Spanish speaking PCLs and catechists.	Pat Martin	June 30, 2012
10	To provide 10 certification workshops in pastoral skills for new PCLs (CORE I).	Pat Martin	Jan 1, 2012 – June 30, 2011
11	To encourage new and seasoned PCLs to complete diocesan certification through CORE II: theological studies.	Carol Mascola	July 1, 2011- June 30, 2012
12	To continue our weekly e-blasts, bi-monthly Footsteps Newsletter and flyers of events to PCLs, pastors and AFF teams, as information pertains to their specific ministry.	Cele Regan & Staff	Ongoing
13	To update and advertise the resources of the Diocesan Catechetical lending library for use in parishes.	Pat Martin	June 30, 2011
14	To enrich the staff of the diocesan Office for Catechesis with attendance at a yearly catechetical conference, particularly the first Mid-Atlantic Pastoral Leadership Conference in Baltimore, webinars, and study days.	Cele Regan	July 1, 2010 – June 30, 2011
15	To plan, implement and evaluate 2 continuing education events for diocesan staff based on our pastoral priority “Embracing Unity in our Diversity”.	Cele Regan, Lori Albanese	July 1, 2011- June 30, 2012



DIOCESE OF METUCHEN DEPARTMENTAL PASTORAL PLANS

Office

Office of Evangelization

Mission Statement

The Office of Evangelization is to raise the awareness level in the Diocese and in the parishes that evangelization is the essential mission of the Church and to provide resources, support, guidance, training and formation for this mission.

Vision Statement

That every parish be set on fire by the love of God and become a center of evangelization.

- *This fire is ignited by the encounter with Christ which leads to conversion and personal commitment of one's life to Him and His Church.*
- *Commitment to Christ, discipleship, is to be stoked by sound spiritual, intellectual, moral, communal and apostolic teaching and mentoring.*
- *The fire is set ablaze through active cooperation with the Spirit who impels the disciple outward to proclaim the Kingdom of God to all people.*

Three-Year Goals

- 1 To systematically form parish-based evangelization teams throughout the diocese.
- 2 To evaluate the Lenten outreach pilot program and take it to the next stage.
- 3 To continue the faith formation program in English and Spanish throughout the diocese.
- 4 To provide annual conferences and workshops on the diocesan level in English and Spanish.
- 5 To provide spiritual support for the presbyterate.
- 6 To continue to oversee and support the parish-based Bible Studies in the diocese.
- 7 To sponsor an annual diocesan Men's conference.

*** Note: The highlighted Goals & Objectives support the Diocesan effort to “Embrace Unity in our Diversity”.**

One Year Objectives

Goal 1: To systematically form parish-based evangelization teams throughout the diocese.

Objective	Person Responsible	Date Due
1 Engage in pre-evangelization efforts in 2-3 Spanish-speaking parishes as a means of beginning team formation.	Josue Arriola	June 30, 2011
2 Strategize Leadership Formation Training.	Jodie D’Angiolillo, Josue Arriola	July 31, 2011

Goal 2: To evaluate the Lenten outreach pilot program and take it to the next stage.

Objective	Person Responsible	Date Due
1 Gather information and evaluate the results of the pilot.	Jodie D’Angiolillo, Josue Arriola	Aug 31, 2011
2 Develop a plan of action based upon the results.	Jodie D’Angiolillo, Josue Arriola	Aug 31, 2011

Goal 3: To continue the faith formation program in English and Spanish throughout the diocese.

Objective	Person Responsible	Date Due
1 Offer “Prepare to Lead” Bible training course in 2-3 locations.	Jodie D’Angiolillo	Sep 30, 2011
2 Offer “Preparáte a Evangelizar” in 2 locations.	Jodie D’Angiolillo, Josue Arriola	Sep 30, 2011
3 Offer Apologetic’s Course.	Jodie D’Angiolillo	Oct 31, 2011

Goal 4: To provide annual conferences and workshops on the diocesan level in English and Spanish.

	Objective	Person Responsible	Date Due
1	Collaborate with local parishes to host a Bible conference in English and Spanish.	Jodie D'Angiolillo, Josue Arriola	Winter 2011
2	Hold a leadership training course for English and Spanish communities.	Jodie D'Angiolillo, Josue Arriola	June 30, 2012

Goal 5: To provide spiritual support for the presbyterate.

	Objective	Person Responsible	Date Due
1	Collaborate with the Office of Priest Personnel to provide 2 days of Reflection/Workshop.	Jodie D'Angiolillo	Fall 2011 Spring 2012
2	Hold 4 Holy Hours per year with the lay intercessory group.	Jodie D'Angiolillo	Seasonal

Goal 6: To continue to oversee and support the parish-based Bible Studies in the diocese.

	Objective	Person Responsible	Date Due
1	Publish an annual Bible Study Directory online, in the Catholic Spirit and for the pastors.	Jodie D'Angiolillo, Joanne Garcia	Aug 31, 2011
2	Provide workshops for facilitator training and for ongoing leadership growth and support.	Jodie D'Angiolillo	Summer 2011 Fall 2011

Goal 7: To sponsor an annual diocesan Men's conference.

	Objective	Person Responsible	Date Due
1	Support and oversee the organization of the annual diocesan Men's Conference with the Men's Commission Moderator	Jodie D'Angiolillo, Rev. Msgr. Joe Celano	Oct 8, 2011



DIocese OF METUCHEN DEPARTMENTAL PASTORAL PLANS

Office

Office of Parish Leadership Formation

Mission Statement

Through the development of open and collaborative relationships, the Office of Parish Leadership Formation assists pastors and pastoral staffs in the prayerful discernment, professional formation, formal authorization and continued support of lay ecclesial ministry for service to the People of God, according to the diverse and particular needs of parish life.

***Now after this the Lord appointed seventy others, and sent them in pairs ahead of Him to every city and place where He Himself was going to come. And He was saying to them, "The harvest is plentiful, but the laborers are few; therefore beseech the Lord of the harvest to send out laborers into His harvest."
(Luke 10:1-2)***

Vision Statement

The Office of Parish Leadership Formation is rooted in and promotes the reality of a renewed and transformative ministry of the Baptized, received from and nourished by the Spirit. It recognizes the gifts of committed lay ecclesial ministers who are professionally educated, formed and empowered to respond to various needs in the contemporary Church and are supported for on-going collaboration in pastoral ministry.

Three-Year Goals

- 1 Promote greater understanding of and responsibility for competent lay ecclesial ministry at the diocesan and parish level through the establishment of authentic and collaborative relationships.**
- 2 Assist parishes in the process of recognizing and calling forth individuals with ministerial gifts for service to ecclesial life and the particular needs of the parish.**
- 3 Encourage and provide comprehensive formation and educational opportunities for lay ecclesial ministers.**
- 4 Encourage and develop appropriate authorization procedures, professional guidelines and on-going support for lay ecclesial ministers.**

*** Note: The highlighted Goals & Objectives support the Diocesan effort to “Embrace Unity in our Diversity”.**

One Year Objectives

Goal 1: Promote greater understanding of and responsibility for competent lay ecclesial ministry at the diocesan and parish level through the establishment of authentic and collaborative relationships.

	Objective	Person Responsible	Date Due
1	Visit pastors and pastoral team members to discuss successes and challenges of lay ecclesial ministry.	Jennifer Hinton	Jun 30, 2012
2	Network with lay ecclesial ministers certified through the previous diocesan formation process known as <i>Partners in Ministry</i> .	Jennifer Hinton	Jun 30, 2012
3	Share relevant church documents and ministry updates with diocesan and parish leadership.	Jennifer Hinton	Jun 30, 2012

Goal 2: Assist parishes in the process of recognizing and calling forth individuals with ministerial gifts for service to ecclesial life and the particular needs of the parish.

	Objective	Person Responsible	Date Due
1	Explore existing processes for prayerful discernment of lay ecclesial ministers at the diocesan and parish level.	Jennifer Hinton	Jun 30, 2012
2	Encourage parishes that have identified candidates for lay ministry positions to provide appropriate formation, education and training.	Jennifer Hinton	Jun 30, 2012
3	Disseminate information on the new ACLEM standards and accreditation process to parish leadership.	Jennifer Hinton	Jun 30, 2012

Goal 3: Encourage and provide comprehensive formation and educational opportunities for lay ecclesial ministers.

	Objective	Person Responsible	Date Due
1	Research and recommend accredited programs of professional education and formation and at the national and diocesan level.	Jennifer Hinton	Jun 30, 2012

2	Meet with relevant diocesan offices in the Department of Formation and Leadership to review and assess current offerings for lay ecclesial ministry formation and training.	Jennifer Hinton	Jun 30, 2012
3	Review the former <i>Partners in Ministry</i> Program for possible revision and reinstatement.	Jennifer Hinton	Jun 30, 2012

Goal 4: Encourage and develop appropriate authorization procedures, professional guidelines and on-going support for lay ecclesial ministers.

	Objective	Person Responsible	Date Due
1	Review existing recognition processes for lay ecclesial ministers at the diocesan and parish level.	Jennifer Hinton	Jun 30, 2012
2	Research social media networking possibilities for on-going formation and education of lay ecclesial ministers.	Jennifer Hinton	Jun 30, 2012
3	Explore opportunities for on-going professional development and spiritual formation with lay ecclesial ministers and parish leadership.	Jennifer Hinton	Jun 30, 2012



DIOCESE OF METUCHEN DEPARTMENTAL PASTORAL PLANS

Office

Office of RCIA (Rite of Christian Initiation of Adults)

Mission Statement

To empower the parishes of the Diocese of Metuchen to full implementation of the Rite of Christian Initiation of Adults so that those who seek full reception into the Catholic Church, responding to their baptismal call, may be formed into a discipleship of Jesus.

Vision Statement

The RCIA Office fosters the development of teams in the parishes of the Diocese, assisting them to utilize the four periods of the Catechumenate process and the various rituals as provided in the Rite, to proclaim the message of Jesus, teach his truth and extend his love to all those seeking full reception into the Catholic Church.

The RCIA Office promotes the collaborative effort of the entire parish community in the initiation of those seeking full reception in the Catholic Church, helping parishes to create opportunities of disciple apprenticeship for those seeking Sacraments of Initiation.

The RCIA Office encourages collaboration and support among the RCIA parish teams of the Diocese of Metuchen in order to create various ways of sharing RCIA resources and networking with each other.

Three-Year Goals

- 1 To provide accessible training of RCIA Teams for all the parishes of the Diocese.**
- 2 To promote the vision of the Rite of Christian Initiation that the entire parish is responsible for the initiation of the catechumens and the candidates.**
- 3 To develop a structure that will enable parish RCIA teams to cluster with neighboring RCIA teams to network and share support and resources.**
- 4 To foster better relationships with the priests of the diocese.**
- 5 To encourage unity in diversity in parishes of the diocese, especially among those involved with RCIA ministry.**

*** Note: The highlighted Goals & Objectives support the Diocesan effort to “Embrace Unity in our Diversity”.**

One Year Objectives

Goal 1: To provide accessible training of RCIA Teams for all the parishes of the Diocese.

Objective	Person Responsible	Date Due
1 Collaborate with Office of Catechesis in presenting a bilingual workshop on the RCIA adapted for children of catechetical age.	Sara Sharlow	Spring 2012
2 Provide 2 - five training sessions for RCIA TEAMS – each session to meet one a week for five consecutive weeks to include: Overview of process Pre-catechumenate Catechumenate Purification & Enlightenment Mystagogy	Sara Sharlow	June 1 – July 15, 2011 July 15 – Aug 31, 2011
3 First of above five week training session to be offered as bilingual using translation system.	Sara Sharlow	June 1 – July 15, 2011
4 In order to make better use of technology to train RCIA teams, discuss the possibility of using Webcast for the first of the above five week training sessions.	Sara Sharlow	June 1 – July 15, 2011
5 Offer DVDs of last year’s trainings to parishes to be used by parish RCIA teams.	Sara Sharlow	Sep 30, 2011
6 Make arrangements to train new trainers by coupling an inexperienced trainer with an experienced one. Three of the Summer training sessions to be co-presented by a new trainer.	Sara Sharlow	July 1, 2011 – Aug 31, 2011

Goal 2: To promote the vision of the Rite of Christian Initiation that the entire parish is responsible for the initiation of the catechumens and the candidates.

Objective	Person Responsible	Date Due
1 Provide for three workshops for the Faith Formation Convocation: Apprenticing disciples Involving the parish community in the RCIA Rituals Bilingual workshop (all English workshops to be translated by Fr. Jim/Fr. Ron utilizing the translation system)	Sara Sharlow	Nov 12, 2011

2	Include a paragraph in each monthly newsletter, suggesting ways of involving the entire parish in the initiation of the catechumens and the candidates	Sara Sharlow	Monthly
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Goal 3: To develop a structure that will enable parish RCIA teams to cluster with neighboring RCIA teams to network and share support and resources.

	Objective	Person Responsible	Date Due
1	Every month, schedule one meeting with all of the RCIA Team members in one of the deaneries. Schedule the meetings in one of the parishes in the deanery of the gathered team members. Use the gatherings as listening sessions to discover what the RCIA needs are of that particular deanery and how the Office of RCIA can address those needs.	Sara Sharlow	Monthly
2	Plan a Diocesan Team Meeting to meet with the directors of all of the parish RCIA teams – to go over the year schedule of RCIA events and to kick off the deanery team meetings.	Sara Sharlow	Sep 30, 2011

Goal 4: To foster better relationships with the priests of the diocese.

	Objective	Person Responsible	Date Due
1	Resolve to respond to pastor’s phone inquiries, personally, within 24 hours.	Sara Sharlow	Ongoing

Goal 5: To encourage unity in diversity in parishes of the diocese, especially among those involve with RCIA ministry.

	Objective	Person Responsible	Date Due
1	Meet with English and Hispanic team members of parishes with Spanish speaking teams.	Sara Sharlow	Monthly



UDIOCESE OF METUCHEN DEPARTMENTAL PASTORAL PLANS

Office

Office of Youth & Young Adult Ministry

Mission Statement

The Diocese of Metuchen Office of Youth & Young Adult Ministry accompanies and empowers those ministering to youth and young adults

Vision Statement

Youth & Young Adult ministries become integral parts of a parish or school through ministers creating and maintaining comprehensive youth and young adult ministry programs. Ministers are actively involved in professional development and ongoing faith formation. Deaneries work collaboratively offering a variety of faith experiences that empower young people to live as Disciples of Christ. As a result, young people who are faith-filled transform their communities by living out the Gospel values.

Three-Year Goals

- 1 Establish a youth ministry council to serve as consultative body for youth ministry programs.
- 2 Develop a bilingual young adult team that will support ongoing formation for youth and young adult leaders (especially Spanish-speaking leaders).
- 3 Develop and execute a needs/opportunities assessment survey for young adults to serve as catalyst of future young adult programming.
- 4 Intentionally build relationships with multicultural groups/leaders, while building cultural competency among office staff members.
- 5 Develop small communities program for Spanish-speaking young adults.

** Note: The highlighted Goals & Objectives support the Diocesan effort to “Embrace Unity in our Diversity”.*

One Year Objectives

Goal 1: Establish a youth ministry council to serve as consultative body for youth ministry programs.

Objective	Person Responsible	Date Due
1 Identify and invite discerning body to develop structure/function/composition/vision of youth ministry council.	Javier Bustamante & Angelica Barrera-Cruz	Sep 30, 2011
2 Introduce developed youth ministry council model.	Javier Bustamante	Mar 31, 2012
3 Invite/select members of 1 st term council members.	Javier Bustamante & Angelica Barrera-Cruz	May 31, 2012
4 Officially begin 1 st term of youth ministry council.	Javier Bustamante	June 30, 2012

** Next two years will be determined by outcome of development process (Sept. 2011 to March 2012).*

Goal 2: Develop a bilingual young adult team that will support ongoing formation for youth and young adult leaders (especially Spanish-speaking leaders).

Objective	Person Responsible	Date Due
1 Develop formation curriculum for team to undertake.	Javier Bustamante & Angelica Barrera-Cruz	Dec 31, 2011
2 Identify and invite young adult leaders to be part of the team.	Javier Bustamante & Angelica Barrera-Cruz	Dec 31, 2011
3 Kick-off formation process w/retreat.	Javier Bustamante & Angelica Barrera-Cruz	Feb 28, 2012
4 Have team attend Fe y Vida Symposium and NCCYM.	Entire Team	June 30, 2012

Goal 3: Develop and execute a needs/opportunities assessment survey for young adults to serve as catalyst of future young adult programming.

	Objective	Person Responsible	Date Due
1	Develop survey and means of distribution.	Javier Bustamante & Angelica Barrera-Cruz	Oct 31, 2011
2	Execute 1 st phase of surveys utilizing internet/social networks.	Javier Bustamante & Angelica Barrera-Cruz	Nov 30, 2011
3	Execute 2 nd phase of surveys through Catholic Spirit.	Javier Bustamante & Angelica Barrera-Cruz	Mar 31, 2012
4	Execute 3 rd phase of surveys through “entry points” for young adults (i.e. OL Guadalupe, Ash Wednesday, Easter).	Javier Bustamante & Angelica Barrera-Cruz	Dec 31, 2011, Feb 28, 2012 Apr 30, 2012
5	Execute 4 th phase of surveys through various sacramental “entry points” at local parishes.	Javier Bustamante & Angelica Barrera-Cruz	June 30, 2012

Goal 4: Intentionally build relationships with multicultural groups/leaders, while building cultural competency among office staff members.

	Objective	Person Responsible	Date Due
1	Intentionally identify/reach-out/interact with leaders in various ethnic/cultural communities/groups.	Javier Bustamante & Angelica Barrera-Cruz	Dec 31, 2011
2	Develop a needs and opportunities assessment.	Javier Bustamante & Angelica Barrera-Cruz	Dec 31, 2011
3	Develop/explore appropriate mechanisms to build cultural competency among office based on needs and opportunities assessment.	Javier Bustamante & Angelica Barrera-Cruz	Dec 31, 2011
4	Develop a “Pastoral Response” to meet the needs and opportunities that surfaced through interaction with various communities.	Javier Bustamante & Angelica Barrera-Cruz	June 30, 2012

Goal 5: Develop small communities program for Spanish-speaking young adults.

Objective	Person Responsible	Date Due
1 Develop "small communities" program/curriculum and identify possible leaders to lead small communities.	Javier Bustamante & Angelica Barrera-Cruz	Dec 31, 2011
2 Inaugurate leader's program with retreat.	Javier Bustamante & Angelica Barrera-Cruz	Jan 31, 2012
3 Provide leadership formation and training with curriculum.	Javier Bustamante & Angelica Barrera-Cruz	Apr 30, 2012
4 1 st small communities retreat.	Javier Bustamante & Angelica Barrera-Cruz & Young Adult Group	May 31, 2012
5 Begin regular "small communities" meetings.	Young Adult Group	June 30, 2012
6 Evaluate program.	Javier Bustamante & Angelica Barrera-Cruz	June 30, 2012