

# HOLY FAMILY

CATHOLIC CHURCH



PASTORAL PLAN 2016-2021



# MISSION STATEMENT

**United in Christ.**

**Growing in Christ.**

**Serving Christ in one another.**

March 2016

My Dear Brothers and Sisters in Christ:

Over the course of the past year, nearly 100 members of our parish offered their time to carefully reflect on the unique qualities of the Holy Family community. Based on their experience, and the results of the survey we conducted in January 2015, they identified 6 key goals to be the primary focus of our 5-year Pastoral Plan. Working with the Parish Council, they then developed specific action steps to be implemented in order to achieve these goals.

The Pastoral Plan contained in this booklet (which is also available on our parish website), was begun in response to an initiative of Bishop Estévez. This plan will guide the efforts of a reorganized Parish Council as we build on the achievements of the past forty years in the months and years to come.

For this plan to be successfully implemented, we need your help! If you feel called to assist the Parish Council in achieving any one of these goals, please contact the Parish Office.

I am truly grateful to all those who put in so much time and effort in developing this plan. By incorporating the views of a broad cross-section of our community, I believe that this plan reflects a shared vision for the future of our parish as we respond to our mission:

*United in Christ, Growing in Christ, and Serving Christ in One Another.*

God bless you!

Sincerely yours in Christ,



Rev. Timothy J. Cusick

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**GOAL 1: EVANGELIZATION**

*Give a greater number of people an appreciation of what we do, what we can do, and how we serve to draw more people to Christ.*

**OBJECTIVE A:** To enhance our ability to attract, welcome, and include all members of the community.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Continue to promote and hold the "Catholics Returning Home" program at least annually during the Easter Season.	Pastoral Associate/ Evangelization	Ongoing
Foster and enhance an environment that welcomes all parishioners and visitors.	Director of Facilities/ Church Environment Committee/ Martha Committee	Ongoing
Enlist Ministers of Hospitality, Holy Family Catholic School students, and other ministries to distribute weekly bulletins at every exit at the conclusion of weekend Masses.	Prayer & Worship Committee	April 2016
Update the visual presentation of church frontage and enhance curb appeal.	Evangelization Committee/ Director of Facilities	July 2016
Increase training of Ministers of Hospitality to welcome parishioners and newcomers. Create personal nametags for these ministers.	Prayer & Worship Committee/ Evangelization	Summer 2016
Encourage all people who attend Mass regularly to register in the parish, and Update parish records on children of registered parishioners	Pastor/ Evangelization /Parish Office	Summer 2016

**OBJECTIVE B:** To develop and implement steps to invite Holy Family Catholic School students and their families to enjoy a fuller participation in the life of the Parish.

ACTION STEP	BY WHOM	TIMELINE
Utilize Holy Family Catholic School student/family weekly e-mail database as a foundation to promote Holy Family Catholic Church worship and fellowship opportunities.	HFCS Webmaster/ HFCC Office Manager	Ongoing
Highlight upcoming HFCS Activities on the school's bulletin page and other media.	HFCC Office Manager	Ongoing
Engage parents at school meetings and events to a deeper participation in the life of the parish.	HFCS PTO/Pastor	Ongoing

**OBJECTIVE C:** To use new technology and social media to keep parishioners informed about the life of the Church.

ACTION STEP	BY WHOM	TIMELINE
Expand our web presence by updating the HFCC website to include detailed ministry information, and parish liturgical and social events.	Office Manager/ Prayer & Worship/ Fellowship	Ongoing
Increase the website and parish app's ability to direct users to information and presentations from the Pastor	Pastor/ Office Manager	Ongoing
Promote the parish app by offering installation and app Instructions.	Office Manager/ Prayer & Worship/ Fellowship/ Youth	Ongoing
Develop a weekly e-mail with updates concerning upcoming liturgical and fellowship events.	Evangelization Committee/ Office Manager	June 2017
Improve Holy Family's presence on social media. (e.g., Facebook, Twitter).	Evangelization Committee/ Pastoral Associate	June 2017

**GOAL 2: FAITH FORMATION**

*Develop a culture of faith within our parish that encompasses all generations to build up the Church.*

**OBJECTIVE A:** To respond to parishioners' questions about faith and morals.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Encourage family discussion of Pastor's Corner found in the weekly bulletin.	Faith Formation	Ongoing
Promote awareness of the various Catholic websites and resources through the bulletin and other means.	Faith Formation/ Office Manager	Ongoing
Create "Catechism Corner" in the bulletin, referencing specific current-day questions using quotations from the Catechism.	Pastor/ Faith Formation	January 2017
Establish a "Question Box," where parishioners may submit questions on faith topics via e-mail, website, or physical drop box, placing answers in the bulletin.	Faith Formation	January 2017

**OBJECTIVE B:** To provide integral faith formation opportunities at all stages of life.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Promote more adult faith formation that appeals to various age groups.	Faith Formation/ Youth/ Young Adults	Ongoing
Invite High School students to continuing faith formation programs, including Youth Ministry.	Faith Formation/ Youth	Ongoing
Continue to hold and promote parish missions with dynamic guest speakers, including Mass and Confession.	Faith Formation	Ongoing

Increase marketing of the annual Diocesan Eucharistic Congress from the pulpit, the bulletin, and other media.	Clergy/ Faith Formation/ Prayer & Worship	Ongoing
Encourage more baptisms during Mass to remind those attending of their baptismal promises, and to emphasize that parents are the primary educators of their children.	Pastoral Associate/ Prayer & Worship	Ongoing
Investigate co-sponsoring missions and guest speakers with neighboring parishes.	Faith Formation	Lent 2018
Continue semi-annual parish CRHP retreats for both men and women, and introduce and promote the Diocesan Cursillo retreats.	Faith Formation/CRHP Continuation Committee	Semi-annually

**OBJECTIVE C:** To increase participation of Catholic young adults in the life of our parish community.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Discuss our Young Adult Ministry during Sunday Mass and in the parish bulletin.	Youth Director/ Faith Formation	Ongoing
Research parishes in our diocese and elsewhere, as well as other Christian communities, that have been successful in this endeavor and learn from their experience.	Youth Director/ Faith Formation	Ongoing
Develop on-going activities with Young Adults that are attractive to this age group.	Youth Director	Ongoing
Promote the Diocese of St. Augustine Young Adult Retreat, as well as other programs sponsored by the Diocese.	Youth Director	Ongoing

Develop an action plan that will allow better communication between the Young Adult Community and the parish.	Youth Director	July 2016
Develop and support an active Holy Family Catholic School Alumni Association within the parish.	HFCS Principal/ Youth Director/ HFCS PTO	August 2016
Develop and promote a home Bible study for young adults.	Youth Director/ Faith Formation	January 2017

**OBJECTIVE D:** To introduce programs to strengthen marriage and family life in our parish.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
To raise awareness about ministries for the Divorced and Separated and those in unique family situations.	Clergy/ Faith Formation/ Office Manager	Ongoing
To hold annual seminars on Divorce and Annulments.	Clergy	Ongoing
Promote Diocesan programs for marriage, including Diocesan Marriage Renewal and Retrouvaille	Office Manager/ Faith Formation	Ongoing
To continue development of a strong parent ministry	Youth	Ongoing
To introduce parish-based programs to strengthen marriage, such as "The Choice Wine".	Pastor/ Faith Formation	April 2016
To develop programs to strengthen relationships between parents and children.	Faith Formation/ Youth	August 2016



To introduce sponsor couples as part of our marriage preparation program	Clergy	July 2017
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**GOAL 3:            OUTREACH**

*Improve the awareness and understanding of Holy Family’s Outreach ministries, their missions, their goals, and their accomplishments.*

**OBJECTIVE A:** To develop an “Outreach Awareness” program that educates and inspires us to address and alleviate the pressing social and spiritual needs of our community.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Have rotating announcements in the bulletin and on the Parish App concerning the different Outreach ministries	Outreach Committee/ Office Manager	Ongoing
Publicize Outreach ministries through an Outreach pamphlet, that provides detailed information about all of the Outreach ministries, and is printed and uploaded on parish website.	Outreach Committee/ Office Manager	January 2017
Coordinate with Fellowship Committee and Outreach ministries in their welcoming activities. Have regularly scheduled presentations on our Outreach ministries at weekend Masses at various times of the year.	Outreach Committee/ Fellowship	July 2017
Make parishioners aware of how local businesses participate in and contribute to Outreach activities.	Outreach Committee/ HFCS PTO	July 2017

**OBJECTIVE B:** To enhance our ability to serve those on the peripheries of society.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Develop new ways of inviting our multi-cultural community to share their gifts and talents with the parish community, and to inform us of the particular needs of different groups within the community.	Outreach Committee/ Stewardship Committee/ Fellowship	June 2017
Identify new opportunities for programs aimed at diverse populations that will spark interest, including prison groups, foster homes, and veterans.	Outreach Committee	July 2017

**GOAL 4: PRAYER & WORSHIP**

*Provide a variety of prayer and worship opportunities to lead everyone to Christ.*

**OBJECTIVE A:** To continue to build a better understanding and respect for the Mass, centered in the Real Presence of Jesus Christ in the Holy Eucharist, leading to increased participation.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Provide a wide variety of music, embracing the Church's history, as well as new ideas in music.	Pastor/ Music Director	Ongoing
Continue to inform the congregation about the proper reception of Holy Communion and proper participation at Mass.	Prayer & Worship Committee	Ongoing
Encourage participation at regularly-scheduled "Teaching Masses" to deepen our understanding of the Eucharist.	Pastor / Prayer & Worship Committee	Ongoing
Explore repositioning and reformatting the weekly announcements during weekend Masses.	Pastor/Prayer & Worship Committee	April 2016

Encourage use of the “I Believe” bumper sticker.	Faith Formation/ Gift Shop	July 2016
Have an annual presentation on Eucharistic Miracles.	Prayer & Worship / Faith Formation	September 2017
Promote a reverent and peaceful atmosphere within the worship space.	Prayer & Worship/ Faith Formation/ Clergy	September 2017

**OBJECTIVE B:** To create opportunities for shared celebrations, worship, devotions, and spiritual growth outside of Mass to create a unified community.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Develop an annual devotion plan that is promoted throughout the parish.	Prayer & Worship Committee	Ongoing
Promote ecumenical relationships with neighboring churches through shared services.	Prayer & Worship Committee	January 2017
Offer more opportunities to participate in various forms of Prayer & Worship through the parish, including Taizé, Liturgy of the Hours, Days of Prayer, and local and regional pilgrimages.	Prayer & Worship/ Faith Formation	January 2017

**GOAL 5: FELLOWSHIP**

*Create social opportunities for everyone to develop a Christian culture where people are welcomed, wanted, and valued.*

**OBJECTIVE A:** To enhance the coordination of existing communication channels to welcome, connect, and increase a sense of belonging to the Holy Family Parish community.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Invite by phone call or mail newly-registered parishioners to attend "Dinner with Pastor" when scheduled.	Fellowship/ Office Manager	Ongoing
Create friendly, welcoming telephone announcements that play when calling the Parish Office that mention weekly or monthly upcoming events or invites to join parish activities or services.	Pastor/Office Manager	Fall 2016
Increase newcomer gatherings to four times a year. Invite representatives from all ministerial and fellowship groups to attend and personally invite newcomers to join where they feel called.	Newcomer Committee/ Fellowship Committee	Fall 2016

**OBJECTIVE B:** To increase opportunities to build friendships and strengthen bonds throughout the community and across generations.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Continue to host a ministry appreciation dinner/dance annually.	Office Manager	Ongoing
Continue to have an annual Mass and social to give thanks for those who have experienced CRHP and invite more parishioners to experience this ministry.	CRHP Continuation Committee/ Prayer & Worship/ Fellowship	Ongoing
Through Sunday Mass and other events, have regular opportunities to spotlight parish ministries.	Stewardship/ Fellowship	Ongoing

Host annual Parish Feast Day gathering.	Fellowship/ Prayer & Worship	Ongoing
Investigate additional opportunities for fellowship among various ministries.	Prayer & Worship/ Fellowship Committee	July 2017
Host Summer family sports and bar-b-que on Church campus.	Fellowship/ HFCS PTO	Summer 2017
Host Oktoberfest dinner/dance in coordination with the Fall Festival	Fellowship/ HFCS PTO	Fall 2017
Introduce Cultural and International Fair.	Fellowship	Spring 2018

**OBJECTIVE C:** To involve a broader age range in Youth Ministry events and involve their families by organizing more events with wider promotion and communication.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Organize and initiate 2 <sup>nd</sup> and 3 <sup>rd</sup> grade youth ministry program	Youth Director	Ongoing
Host Family Events, such as a family brunch or dance	Youth Ministry/ Fellowship/ HFCS PTO	Ongoing
Upload Youth Group flyers to website, school communication, and parish app.	Youth/ Office Manager/ HFCS Principal	Ongoing

**OBJECTIVE D:** To provide fellowship opportunities for singles and couples in various age groups in the Holy Family community to promote a feeling of belonging in the Parish.

Continue and enhance the “Young at Heart” ministry which is currently active and available to all in the parish who are 55 and older, both singles and couples. Increase visibility and enhance communication from this group.	Young at Heart Members	Ongoing
Plan and organize events for 18-21 year olds, such as concerts, outdoor activities, sports events, bowling, and softball games.	Youth/ Fellowship	Ongoing
Plan and organize events for 22-30 year olds, including sporting events, fellowship nights.	Youth/ Fellowship	2017
Plan and organize events for 31-40 year olds, including a singles bowling league and dinner gatherings	Youth/ Fellowship	2018
Plan and organize events for 41-55 year olds, such as wine tastings, dinner/dance, and a book club	Fellowship	2018

**GOAL 6: STEWARDSHIP**

*Educate people to the reality that we have been blessed by God to be a blessing to others through financial support of our parish and service to our community.*

**OBJECTIVE A:** To establish a stewardship committee that will provide leadership for coordinating the development of a Stewardship Plan for Holy Family Parish.

ACTION STEP	BY WHOM	TIMELINE
Create a regular Stewardship Spotlight in the bulletin that highlights the activities of individuals and groups.	Stewardship Committee	Ongoing
Identify 8-12 parishioners who will participate in a Stewardship conference and/or a guided workshop, as well as review and reflect on the Pastoral Letter, <i>Stewardship: A Disciple's Response</i>	Pastor/ Parish Council	June 2016
Discern from participants in the Study Group the founding members of Stewardship Committee who will begin creating a Stewardship Plan for Holy Family Parish.	Pastor/Parish Council	Summer 2016
Introduce the Stewardship Committee and its mission in the Pastor's Corner of the bulletin and begin to schedule regular Sunday homilies on Stewardship.	Pastor	September 2016
Develop a vision and timeline for implementing a Stewardship Plan and present to Pastor, Staff, Parish Council, and Finance Council.	Stewardship Committee	Lent 2017
Make presentations to committees and ministries in parish on Stewardship.	Stewardship Committee	Fall 2017
Offer opportunities for growth and spirituality in stewardship to other members of the parish.	Stewardship Committee/ Fellowship Committee	Fall 2018

**OBJECTIVE B:** To showcase the unity *and* diversity of the Holy Family community.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Design an "I am the face of Holy Family" campaign. This should include an online slideshow that runs across the top of the parish website to demonstrate our diverse community with links to the story of various parishioners.	Stewardship Committee	Fall 2017
Host a regularly-scheduled "Town Hall" meeting to discuss community issues and needs.	Parish Council/ Stewardship Committee	Spring 2018

**OBJECTIVE C:** To invite and inspire others to embrace the Stewardship message and to call forth the gifts and talents of parishioners to fulfill their baptismal call.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Identify weekly spotlight ministries at Mass.	Stewardship Committee	October 2016
Create a stewardship prayer and use regularly at all Masses.	Prayer & Worship/ Stewardship Committee	Fall 2016
Include information about Stewardship efforts and updates on the parish website.	Stewardship Committee/ Office Manager	Summer 2017
Raise the awareness of the value of Faith Direct as a giving and sharing program.	Stewardship Committee	Summer, 2017
Provide increased opportunity to raise awareness about various ministries among our young people and their families.	Stewardship Committee / Youth Director /HFCS PTO / Faith Formation	Fall 2017



Revise registration form to include questions related to time, talent, and treasure.	Stewardship Committee / Office Manager	June 2018
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**OBJECTIVE D:** To recognize and celebrate those who donate their gifts of time, talent, and treasure to our parish community, particularly through a parish newsletter.

<b>ACTION STEP</b>	<b>BY WHOM</b>	<b>TIMELINE</b>
Appoint a parishioner on the Stewardship Committee to act as a “Publicity Coordinator” who will be responsible for disseminating information about all aspects of Holy Family’s life and ministry.	Stewardship Committee/ Evangelization	January 2017
Identify parishioners and staff who would merit and accept recognition for their acts of Stewardship.	Stewardship Committee	Summer 2017
Create a quarterly newsletter and/or “Stewardship Spotlight” insert for the bulletin, including information about Stewardship and telling the stories of parishioners we wish to recognize and honor.	Stewardship Committee	December 2017
Develop a “Thanks for Giving” promotion which discusses the impact of funds donated to the various parish projects, including the newly built parish center	Stewardship Committee	Spring 2018

## Pastoral Plan Steering Committee

### *Parish Pastoral Council*

Susie Cattar  
Brett Bosworth (PTO President)  
Carol Tompkins  
Dawn Wells Genest  
Nick Rebbe  
Deacon Doug Nullet  
Maria Petrotta  
Mary Scagliarini  
Paul Scagliarini  
Phyllis Schmitz  
Richard Dybel

### *Facilitator*

Vincent Reilly

### *School Representatives*

Marcel DeMaio  
Amy Galloway  
Alicia Kapusta

### *Sub-committee Chairs*

Evangelization – John Leard  
Faith\_Formation - Mary Ann  
Hurtado  
Outreach - John Kemna  
Prayer & Worship - Karen Leard  
Fellowship - Kitty Iannotti  
Stewardship - Jason Swan

### *Staff Representative*

Patti Lombardo