

Youth Leaders Information Packet



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Welcome

Dear Potential Core Team Member / Support Leader,

We are glad that you are interested in serving in our youth ministry! We are always looking for talented high school teens, young adults, parents and grandparents, single or married, to serve in our youth ministry program. We believe that a solid ministry is built on faith and relationship: between Jesus Christ, our volunteers, and our youth. Authentic relationships are the key to our young people feeling loved and accepted so that they can understand the love of God in practical ways. This is when real spiritual growth takes place in a youth's life.

Ministries like Edge and Life Teen require a substantial team of volunteers working at all levels – from Core members who organize events and lead small groups to Support Leaders who setup environments and serve food. The challenge of St. Theresa's Youth Ministry is to access the wealth and diversity of resources within and around the area parishes so as to provide a meaningful and effective faith formation ministry for younger & older adolescents which engages their energy, imagination, curiosity, compassion & playful spirit in an exploration of our Catholic faith.

Regarding commitment, we ask you to prayerfully discerning whether you are able to volunteer with our St. Theresa's youth ministry for a one year term. From September to June, our middle school Edge Core members commit approximately 12 hours per month; whereas our high school Life Teen Core members make more of a commitment, volunteering approximately 18 hours a month. *See position description section on page 6 of this package for more information on role descriptions.*

If you cannot commit as a full time Core member but still want to help out, then consider being a Support Leader, assisting in ways that align with your schedule as well as with your gifts in such areas as event set up, hospitality, carpooling, art and design, outreach, photography & videography, marketing, etc. We would together establish your time commitment (minimum 5 hours per month) and the areas you would like to help out. *See page 6 of this package for more information.*

With the aid of prayer and consideration, I invite you to read the enclosed materials and turn in your application in an envelope marked "To Angela" at St. Theresa's parish office during office hours (M-F 9am-8:30 pm; Sat 10 am-5pm; closed 12-1pm). All the information will be kept strictly confidential. Youth ministry is a great way to give of your time and serve the Lord. I look forward to meeting with you and spending some time talking about your hopes and desires for ministry.

Feel free to contact me either by e-mail at angela@strcp.com or phone 780-463-8646 ext. 2226.

Yours in Christ,

Angela McCormick, Coordinator of Youth and Young Adult Ministry



St. Theresa's Youth Ministry Overview

*“The JOY of the Lord is my strength.”
- Nehemiah 8:10*

What Our Young People Need from Youth Ministry

Changing the youth world happens one teen at a time. Youth do NOT connect to programs; they connect to people. The most effective way to influence teens is through developing a significant relationship with them & other key people in their lives. Our goal is to develop leaders who will walk the journey to Christ with teens.

Youth need leaders who will:

- Love God and live for Him
- Remember their names and care for them
- Be interested in their lives
- Take the initiative to spend time with them
- Pray for them
- Be authentic (real)
- Say encouraging words
- Believe in them
- Laugh
- Go to “their world”
- Share God’s love through personal experience
- Be consistently present to the events
- Be patient
- Enjoy life and live the seven essential Core values (Love, Evangelization, Joy, Vocation, Affirmation, Authenticity, Eucharistic Spirituality)

How to be involved in Teen’s Lives

For effective youth ministry, Core members and Support Leaders need to:

1. Understand the reason we exist as a youth ministry. See *Values & Commitments* p. 5-6.
2. Commit to the Youth Ministry. Consider the role that God has created your gifts to serve in.
3. Grow as a Minister. Develop your abilities through prayer, classes, and conferences. This will ultimately have an impact on the rest of the ministry.
4. Be willing to have fun!

OUR MISSION is to help youth *encounter* and be transformed by Jesus, so that the *joy* of knowing the Lord becomes their strength, and helps them *share* that joy with others.

OUR MOTTO: Encounter, live and share the joy of the Lord!

Information on volunteer position descriptions, as well as Core Values and Core Members Commitments are found on the following pages.



Position Descriptions

Core Team members, One Month Challengers, and Support Leaders report to and are under the direction of Angela McCormick, Coordinator of Youth & Young Adult Ministry at St. Theresa's parish.

Benefits of being a Core Member or Support Volunteer include:

- Growing in one's own faith and being inspired by the faith of others
- Exercising one's gifts for the sake of the Gospel mission
- Being a mentor to youth and developing friendships with other adults
- Core Team members & Support Leaders can request a reference / recommendation letter
- Experience highly regarded by **Edmonton Catholic School district** & helpful gaining youth-oriented jobs

All adults 18+ years old volunteering in St. Theresa's youth ministry are required to go through the Archdiocese of Edmonton's *Called to Protect* screening program so as to ensure the safety of our youth.

This process involves: 1) completing a reference check, Police Information Check, and Alberta Children's Services Intervention Records Check (IRC); 2) attending a Call to Protect Workshop Training session; 3) signing the Archdiocesan Code of Conduct. **Please read carefully the youth ministry job descriptions below, as they will help you discern what aspect of youth ministry you may want to participate in.**

Edge Middle School Ministry (gr. 6-8) Core Team members are high school teens and adults who work together to help plan, implement, & clean up Edge Nights, which take place from 6:30 to 8:30 pm on 2nd and 4th Mondays of each month from October to June. Responsibilities also include running small groups, occasionally giving talks and testimonies, engaging in youth relational ministry and outreach, as well as attending Sunday Mass every week & assisting with greeting youth &/or other Mass ministries. Edge Core have a 1 1/2 hour long meeting usually on 1st Monday of the month for prayer and event planning. Monthly meeting date can be changed by Core consensus. **Edge Core commitment is approximately 12 hours per month for 1 year term.**

Life Teen High School Ministry (gr. 9-12) Core Team members are 18 years of age or older and work together to help plan, set up, implement & clean up Life Nights, which take place from 3-5:30 pm on approx. 3 Sundays a month from September Kickoff until end of June. Other responsibilities include running small groups, occasionally giving talks and testimonies, engaging in youth outreach, as well as attending Sunday Mass every week & assisting with greeting youth &/or other Mass ministries. Life Teen Core meet from 7:30-9:00 pm on the 1st and 3rd Thursdays of the month in the Youth Room for prayer & event planning. Bi-weekly meeting date can be changed through Core consensus. **Life Teen Core commitment is approximately 18 hours per month for 1 year term.**

One Month Challengers are adults 18 years & older new to youth ministry wanting to try out what it means to be a core member & discern over the course of 1 month whether they are called to youth ministry. After completing the Call to Protect screening process, a Challenger volunteers for one month as a full-fledged Core member, participating in all Core planning and event implementation, shadowing veteran core members and being guided by the youth minister. *We expect consistency and commitment from all One Month Challengers.* At the end of the one month, Challengers sit down with the youth minister and do an exit interview, determining how the month went & whether or not they are called to making a 1 year commitment. If at the end of the 1 month, it is determine the volunteer is not called to core, we deeply thank them for their month of service. **Commitment is approx. 18 hours for 1 month, after completion of Called to Protect.**

Support Leaders are teens and adults who assist in ways that align with one's schedule and gifts in such areas as event set up, hospitality, food ministry, carpooling, art and design, photography & videography, marketing, etc. We would together establish your time commitment and the area(s) you would like to help out. **Support Leader commitment is approximately 5 hours per month for 1 year term.**

If you decide you are able to commit and apply for any of the above volunteer positions, please fill out the Youth Ministry Application form, and submit the application to Angela at the parish office either by email angela@strcp.com, snail mail or during parish office hours.



7 Core Values of Edge and Life Teen

Love

"We love because He first loved us" – 1 John 4:19. We must strive in all moments and circumstances to love others as Christ loved. This foundation, simple in premise and command, serves as the basis for our ministry.

Evangelization

We speak truth to God's people, inviting them to know Him more deeply. Driven by a desire for all to know the mercy and love of God the Father.

Joy

We live by an unrelenting belief in the goodness of God, and in His desire not for our momentary happiness, but our everlasting life. The spirit of our Youth and Worship ministries is one of pure joy, keeping life in perspective and allowing the peace of God to reign in our hearts, regardless of what the world might bring at any given moment.

Vocation

We maintain openness to the call of God in our lives and a willingness to discern, respond and prioritize our lives according to that call. Whether designed for the religious, married, or single life, we not only embrace the vocation we were designed for, but insure that it remains primary, not allowing God's work in ministry to overtake God's call to holiness.

Affirmation

We refuse to be overwhelmed by the negativity pervading our culture. Words and actions are designed by the Creator to bring life to creation, not death. We make every effort and take every opportunity to build up the Kingdom on Earth, rather than tear it down.

Authenticity

We live authentically, not denying our human weakness or shying away from the need for personal improvement, but working toward holiness, with resolve. The world needs quality examples of Catholic men and women who live out their faith. As leaders in ministry, we live our faith authentically, providing the living example of a Christian and giving hope that others, too, can follow Christ.

A Eucharistic Spirituality

We seek to become one with Christ in all ways. Through a strong devotion to the Blessed Mother, we develop a more profound understanding of Jesus Christ. Through the Holy Scriptures, we grow in sanctity through the Incarnate Word. Through openness to the charisms of the Holy Spirit, we allow God's love to permeate this world. Through adherence to the Church that our Lord established, we act in obedience and humility. Through our frequenting of the Sacraments, especially the Eucharist in Most Holy Communion, we become one with the living God. These intimate experiences with Christ are unmistakable signs of His love.

Core Members Commitment to Youth Ministry

Core Meetings, Trainings, & Interaction

- Attend ALL scheduled meetings and training. Arrive on time. *Missing any meeting* (unless due to illness or family emergency) *calls one's commitment to Core into question.*
- If you are in a planning team assigned to a particular night, use the Life / Edge Night curriculum as provided in your binder. If you change the night, you must outline the changes on a planning sheet. Leaders are to provide any event changes, task list delegation, and detailed materials list to the youth minister by assigned date.
- If you are scheduled to give a talk/testimony, ensure a written outline is given to the youth minister at least 1 week in advance. You may be asked to do a dry run of your presentation. Respect the youth minister if you are asked to change or add something.
- If there is something you don't understand about the Life / Edge Night's teachings, ask questions.
- Give feedback to other Core members and affirm them for a job well done
- Graciously accept compliments from your fellow Core members

Retreats

- Attend scheduled retreats throughout the year
- Attend retreat planning meetings
- Responsibilities for the retreats are same as those for Life/Edge Night
- Remember retreats are a time when youth can be vulnerable. Maintain and keep healthy boundaries

Life / Edge Nights

- Arrive on time to your scheduled events & help with implementation
- Receive guidance from the Core Members assigned to the particular Life Night
- Be prepared for each Life / Edge Night by knowing beforehand what needs to be done
- Create a Catholic environment where openness and depth are embraced
- Demand respect from the teens in a loving yet firm manner
- Support fellow Core members in disciplinary situations
- Work as a team to clean up at the end of the night in an efficient and joyful manner
- Participate in Core planning sessions

The Mass

- Commit to attending Sunday Mass every week and growing in your prayer life and spirituality
- Prepare your heart before Mass by praying for the Lord to conform your heart to His Will, and for the Lord's blessing on upcoming youth events
- Dress appropriately for Mass
- Foster hospitality, reaching out to families and youth
- Participate fully in the Mass and set an example
- Invite teens to the Life Night before and after the Mass



Important 2014 Dates

All Core members are required to complete *Called to Protect*, in accordance with Archdiocesan guidelines. Pick one of the following 3 dates to attend the *Called to Protect Workshop*. Can't make one of these dates? See <http://caedm.ca/CalledToProtectCalendar.aspx> for other upcoming dates or talk with Angela.

Thursday, August 21st from 7:00-9:30 pm in St. Theresa's Parish Hall - Call to Protect Training Workshop
Registration will be taken day of, upon arrival at parish hall.

OR

August 27 from 7:00-9:30 pm at Archdiocese Pastoral Offices (8421 - 101 Ave) - Call to Protect Training Workshop
To REGISTER, go to: <http://goo.gl/BHsYCK>.

OR

Saturday, September 6 from 9:00-11:30 am in St. Theresa's Parish Hall - Call to Protect Training Workshop
Registration will be taken day of, upon arrival at parish hall.

Sunday, September 14 from 8:30 am to 5 pm – Core Training Retreat

Retreat will be held in St. Theresa's parish meeting room. Be sure to bring 2 pieces of government id with you, so that you can complete a Police Information Check and Alberta Children's Services Intervention Records Check (IRC).
Schedule: 8:30 am Mass in main church. 9:45 am – head to parish office and follow signs to OLGC room for continental breakfast & event start. *Breakfast & lunch provided – notify Angela in advance regarding any food allergies.*

Thursday, September 25 from 7:30 to 9:30 pm – Core Potluck Orientation Night.

Potluck held in St. Theresa's youth room. Go to parish front desk to be let in then head down to basement.
RSVP and let us know what dish you're bringing by going to <http://goo.gl/atWXw3>.

Sunday, September 28 from 3:00 to 5:30 pm – Life Teen & Edge Kick off: Back to Basics (gr. 6-12). Both Edge and Lifeteen Core leaders are to assist with this event. Plans for the Kickoff will be gone through during retreat. The event itself fosters an environment of teamwork through several fun basic training challenges that the youth compete in groups.

October 18-19 – Parish Rummage Sale at St. Theresa's

Buy items at this weekend rummage sale, get great bargains, and spend some time with the youth! This is a great relational ministry event for Core leaders to either attend or volunteer with. By attending, you'll be able to invite them to our youth events, and also be able to scope out good rummage sale deals ;) **Volunteers are needed:** * Tues Oct. 14 to Fri Oct. 17 from 6-9 pm for set up; * Sat. October 18th – 9 a.m. to 4 p.m. for event running; * And Sun. October 19th – 9:30 a.m. to 3:30 pm for event running and clean up. To volunteer with the Rummage Sale, contact bnovak@telusplanet.net.

1st Official Edge Night of the Year: Holy-ween! on Monday, October 27 from 6:30 to 8:30 pm. Set up in parish hall starts at 5:30 pm. Edge Core Team prayer at 6:00 pm. Edge Night then runs bi-weekly on 2nd and 4th Mondays of the month until the end of June 2015.

ABOUT CORE TEAM MEETINGS: Be prompt. Go to parish front desk to be let in and head down to youth room. There are separate meetings for Life Teen and Edge. *Meeting dates are subject to change depending on the availability of the majority of Core members.*

Upcoming LIFE TEEN Core Team THURSDAY Meetings – October 2 and October 16 from 7:30 to 9:00 pm
Life Teen Core & support volunteers attend. Life Teen Core Meetings take place on 1st & 3rd Thurs of every month.

Upcoming EDGE Core Team Monthly MONDAY Meetings

October 6, October 20*, November 3, December 1 from 7:00-8:30 pm

Edge Core members and support volunteers attend. Edge Core meetings usually take place on 1st Monday of every month.
*NOTE: We have an extra meeting in October to ensure we get ahead on our planning and are prepared to start Edge.



Volunteer Application Check List

- Contact Angela to arrange a meeting with you, either face to face or over the phone. Or you may choose to attend one of our two youth ministry Info Sessions. Choose from either Thursday August 21 or Wednesday August 27 at 7:15 pm in the OLGC meeting room at St. Theresa's parish.
- Download and fill out the Youth Ministry Volunteer Application, available at www.strcp.com/core .
- Make sure application is filled out, initialed and signed. Note that those under 18 years old must have their parents sign to give permission.
- Turn in your completed Youth Ministry Volunteer application to Angela. You can either give it to Angela at St. Theresa's parish office during office hours (Mon-Fri 9 am to 8:30 pm; Sat 10 am to 5 pm; closed lunch 12-1pm); OR scan it and email it to angela@strcp.com ; OR fax it to (780) 450-2431.
- Complete the Called to Protect Workshop. All volunteers who are working with youth must take this workshop, under the mandate of the Archdiocese of Edmonton. See Important Dates section of this package for workshop dates or go to <http://caedm.ca/CalledToProtectCalendar.aspx> .
- Attend the Core training on Sunday September 14, 2014 from 8:30 am to 5:00 pm at St. Theresa's.
 - Those who are 18 years old and older, please ensure you bring two pieces of government id with you (such as driver's license, health care card, passport, permanent resident card, etc). This is so that you can complete the Called to Protect forms, which include a Police Information Check and Alberta Children's Services Intervention Records Check (IRC). Note that at least one of the two pieces of government id must be photo id. Social Insurance Number cards are not accepted as id for these records checks.
 - Those who are under the age of 18, we require your parent/guardian to fill out a permission form for you to participate in Core. Contact Kandis by email at mclaughlink@strcp.com or phone her at 780-463-8646 ext. 2233.
 - Retreat starts with 8:30 am Mass, and then we head to OLGC meeting room for continental breakfast and event start.