



Young Disciples Team



Parish Contact Manual

Table of Contents

Young Disciples Apostolate	2
A Week with a Young Disciple Team Overview	4
Saturday Arrival/ All Weekend Masses	
Teen Mission	
Elementary Day Camp	
Family Activity Night or Parish Pot luck	
How to Care for Your Team.....	12
Host Family Guidelines	
Arrival	
Meals	
How to Have a Great Week.....	14
Parish Priest	
Contact Person on Site	
Camp Attendance	
Camp Facility and Supplies	
Advertising.....	15
Team Fees.....	16
Fundraising ideas	17
Special Situations	18
Parish checklist	19

Young Disciples Team Apostolate Overview

Through their witness marked by the joy and hope of Faith, the Young Disciples Teams seek to challenge the youth of North Dakota to love Jesus Christ and to embrace the life of His Family, the Church.

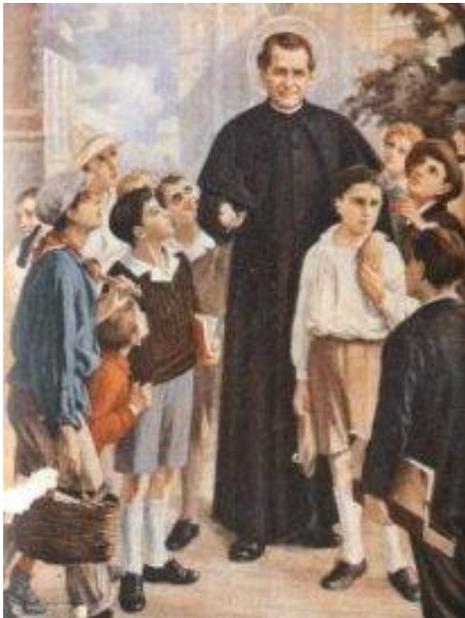


Mission: Evangelization

The late great Pope John Paul II often wrote about the urgent need for evangelization in our modern age. Why? Because so many people simply do not know Jesus and/or His Church. *“And how could they know if they have not heard? And how could they hear unless someone told them?”* (Rom 10:14).

Mission: Catechesis

The late great Pope John Paul II insisted that those who do know the Gospel message need catechesis — catechesis that develops and nourishes the Christian life of the faithful, young and old...so that they will continue “to follow Christ and learn more and more within the Church to **think** like Him, to **judge** like Him, to **act** in conformity with His commandments and to **hope** as He invites us to hope” (Catechesi Tradendae, 20). Thus to testify with the Holy Spirit that they are “children of God ...joint heirs with Christ” (Rom 8:16-17) .



Mission: Parish Life

After training, each Young Disciple Team is sent out to eight different parishes, most often in rural towns or reservations. During the days, teams host summer camps for those children who have completed grades K-6th.

Daily Mass and Reconciliation will be a part of every camp. In addition, the Young Disciples Team proclaims the Gospel through catechesis, small group activities, music, drama, games and crafts. During the evenings, parishes may ask teams to conduct teen nights or family nights. These are limited only by the creativity of the hosting parish. The participants will regularly be given the opportunity to respond to Christ and His Church.

Mission: Team Training

The Young Disciples Apostolate is an on-going mission. We spend the year recruiting young adults, ages 18-30 to be a part of the apostolate. Team members volunteer 10 weeks of their summer for this mission. They come from various backgrounds but all have the faith and zeal for evangelization of our youth.

The Young Disciples Apostolate starts with a training period of 16 days which includes:

- 15 hours of Catechesis, Foundations of the Faith.
- 15 hours of Methods of teaching the faith/ Basic Elementary Classroom
- 15 hours of Spiritual Life Formation
- 15 hours on basic preparing and implementing the camp
- 15 hours on Team Life
- 45 hours of on the road training with a full time supervisor

The teams will have on-going supervisor visits and telephone calls, as well as, contact with staff at the Pastoral Center throughout the summer.

The teams occasionally gather for fellowship and fun. They have additional training halfway through the summer and at the end of summer.

We ask that you pray for the team members during this time as they prepare to come to your parish. They spend months before fundraising and getting ready for the summer. Prayer and financial support are the key ingredients that make this apostolate work.

Commonly, team life will be the greatest blessing and challenge of the summer. Our experience is that team members become not only good evangelizers and catechists, but friends in the truest sense. Furthermore, their life of service to the Church and one another to bring all to heaven continues after their summer. Team members have gone onto seminary, religious life, youth ministers, DRE, volunteer catechists and parents.



A Week with a Young Disciples Team

- Saturday** Teams arrive at least an hour before the Saturday Vigil Mass. Two hours is preferred, but not always possible. Team members are expected to attend all weekend Masses. This enables all the parishioners an opportunity to meet the teams directly. A team member will be asking the priest if they can make a brief announcement of invitation to children, teens to the camps and mission.
- Sunday** The team is expected to attend all weekend Masses.
(See above details for more)
- Sunday Evening
- Tuesday Evening** The teams will host a teen mission for all those who have completed 7th grade and older. The mission goes for two nights, thus allowing time for fellowship, faith, food and fun. When possible, Jr. high and Sr. high students will meet separately.
- Monday – Friday** The teams will conduct a day camp for those who have completed grades K-6th. A typical day camp runs from 8:30am to 3pm.
- One Night/Pot luck** Family gathering or Parish Pot Luck. This has been successful in many of our parishes. The event allows adults of the parish and community to see and hear and experience first hand what has been going on. These will be explained in further detail on the following pages.

On the Road



Saturday Arrival & Sat/ Sun Masses

Before The Arrival:

The team leader of the Young Disciples Team will contact you within 7 to 10 days before arriving at your parish. They will set a time and place for their arrival. You should provide/confirm the weekend Mass schedule for your parish and missions. This call also gives you a chance to ask them any questions you might have.

When the Arrive:

The team is expected to arrive on Saturday of the week before your camp. They are expected to attend all weekend liturgies, so the adults may be made aware of their ministry and keep them in prayer. The team is expected to **MAKE A SHORT ANNOUNCEMENT AS MASS, TELLING WHO THEY ARE AND WHAT EVENTS ARE PLANNED.**

If possible they should have a chance to see the facility they will be using. This will allow them to be more prepared. They may also need to do skit practice, music practice, and/or have team prayer.

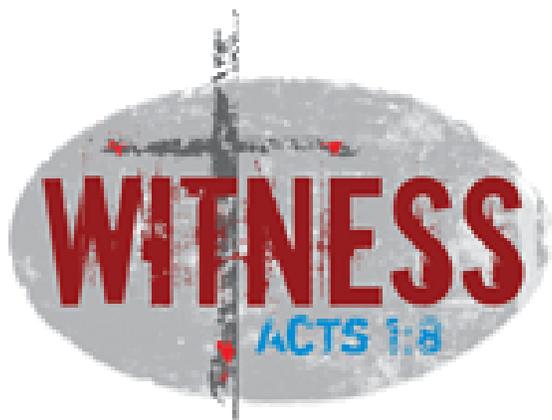
If the team should run into unexpected problems which will effect travel and arrival times, they will call to discuss the best course of action.



Teen mission

Two nights ~ You choose which ones.

Our hope is that every parish will host a teen mission.



Why?

The Holy Father recognizes the need for teens to be evangelized to come to know Jesus Christ and His Family, the Church, to grow in their spiritual lives and to be around others who can inspire them in their faith.

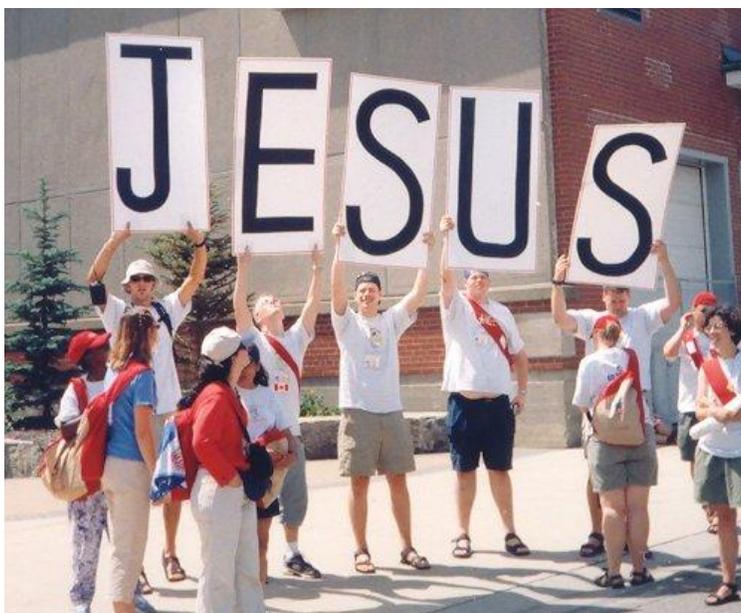
Our communities need teens to be Catholic witnesses, who are not afraid to bring their faith to their peers in school, extra-curricular and social events.

Most of the Young Disciples Team members have recently moved out of their teen years. They remember well what it was like to be a Catholic teen. By the nature of their age, the team members are able to connect with teens.

What is the plan?

The teen mission is intended to be a 2 night mission for 2 hours a night. If you have a large group of teens and would like to break it up, please call to add an additional third night.

For those parishes who requested a teen mission, please take care of advertising to your teen community prior to arrival of the teams.



What does the parish need to do for the teen mission?

Teen Mission Check List

1. _____ Advertise the Teen Mission. Start Now.
 - _____ Can you call all the Catholic teens?
 - _____ Could you get a couple of teens to help you promote the mission?
 - _____ Can you get one student from each class to get their class there?
 - _____ Can you mail an invitation to the Catholic teens?

2. _____ Provide the Space
 - _____ Do you have an outdoor space for recreation?
 - _____ Do you have indoor space that may be used?
 - _____ May we use the chapel?

3. _____ Provide refreshments and baked goods/ or pizza

4. _____ Contact person needs to be on site for each night of mission or someone from the hosting parish.

5. _____ Let the team know if Mass, Eucharistic Adoration and/or confession will be possible for the teen mission.

Elementary Day Camp

Monday through Friday

A typical camp runs Monday through Friday and is for those who have completed grades K-6 or are going into grades 1-7. This camp is not designed for younger children. A typical day runs from 8:30am to 3pm. Your community may have other needs, e.g. arranging camp around baseball practice, swim lessons, etc. for this reason, we ask that your parish determine what time is best for your community. We are flexible.

Example, if parents work schedules are an issue, a parish might run a camp from 12:30pm to 6:30pm, thus enabling parents to drop children off over the lunch hour and pick them up after work.



The Young Disciples will run the camp with these needs in mind:



- ❑ Church
- ❑ Large meeting space, needed for games and activities
- ❑ Smaller rooms/areas needed for classroom instruction (5 rooms is ideal).
- ❑ Outside space for activities
- ❑ Contact person available at the facility during the camp day.

A typical day will include:

- ❑ Daily Mass
- ❑ Reconciliation (one day)
- ❑ Large group Rosary
- ❑ Prayer times
- ❑ Classroom Activities
- ❑ Large group activities and games
- ❑ Outside Activities and games
- ❑ Skits
- ❑ Music
- ❑ Lunch (children bring their own or provide hot lunch)

Sacraments and Prayer: Foundation of the Camps

The camps are a combination of Catechesis, Sacraments and Prayer. We ask that two events occur at every camp. They are:

- 1) **Daily Mass.** A priest **MUST** be available to have Mass each day of camp.
- 2) **Reconciliation** available during the week, which can be worked out between the priest and the team as to which time works best.

The camps also incorporate daily prayer – through class prayers, praise and worship, PAL time (Praise, Ask, Listen) and a daily Rosary.

The team does spend time preparing students for receiving the sacraments. The lesson for the day will have a “tie in” connection with the Mass. The teams will also talk about Confirmation and living with the strength of the Holy Spirit.

The Young Disciples will distribute rosaries for those who do not have one – to keep.



Family Activity Night or Parish Pot Luck

We would like to encourage parishes to host a family activity night towards the end of the week. We have found that a pot luck for children, their families, relatives and all the parishes works well.

Why?

First, past summers we have found the parishes really enjoy an event like this.

Second, this time gives the team an opportunity to meet with families and other parishioners.

Third, this is an excellent opportunity for parents and other adults to meet the team and be encouraged in their mission as catechists of their children and one another.

How?

Our suggestion is to begin the pot luck around 5:30pm or 6pm and end an 1 ½ later. The team will provide details of this event when the evening starts. Begin with the prayer service, followed by eating, then a program put on by the children.

The team leader will introduce the team and explain briefly about the Young Disciples Apostolate. The team will then share what they have been doing with the kids all week and during the teen mission. They may choose to do music, skits, testimonies, etc. in order to give those present a glimpse of what has been happening during the camp day and the teen mission.



How to Care For Your Team

Each Young Disciples Team consists of 4 to 5 people. The number of men and women will differ each year. We will notify you once training begins when we form the teams who will be coming to your parish. The team members come from all over the United States and sometimes from other countries.

We do not know the makeup for the teams until the last week of May.

Host Family Guidelines

We ask that each parish provide food and housing for the team members.

When staying at a host home please consider the following:

- Housing the teams close to each other and the site of the camp to minimize travel time to and from places.
- No one team member should ever have to be housed alone!
- If possible, separate males and females.
- If need be, 1 male may be housed with 2 females. Like wise, one female can be housed with 2 males.
- Please have the host family go over any details such as locking doors, time of meals, etc. that apply to the host home.

Provided with the Parish Manual is a Host Family Worksheet. This form should be completed and given to the team leader when they arrive.

Please include a map so the team can easily find their way to and from the host home and the site in which the camp will take place. This will also help decrease travel time and help prevent any confusion.



Saturday Arrival & Weekend Masses

The team leader of the Young Disciples Team will contact you within 7 to 10 days before arriving at your parish. They will set a time and place for their arrival. You should provide/confirm the weekend Mass schedule for your parish and missions. The teams are expected to attend all the masses that weekend. This call also gives you a chance to ask them any questions you might have.

Please have the contact person/ or parish representative meet the team when they arrive.

The team is expected to arrive on Saturday of the week before your camp. They are expected to attend all weekend liturgies, so the adults may be made aware of their apostolate and keep them in prayer. This is also a time for the team to invite the adults, teens and children to the upcoming events.

The team should have a chance to see the facility they will be using. This will allow them to be more prepared. The team will need time to set up the camp and prepare the classrooms/space for lessons. They may also need to do skit practice, music practice, and/or have team prayer.

If the team should run into unexpected problems which will effect travel and arrival times, they will call to discuss the best course of action.

Each team may also be setting up a small religious goods store, unless you ask them not to do so.

Meals

Your parish is responsible for providing meals for the Young Disciples Team members throughout the week. This would include breakfast, lunch and supper.

- Breakfast: please inform host family that a light breakfast is sufficient
- Lunch: The team will need lunch provided for them. There are different options you can do for this. Such as, you may ask the host family to let them pack a lunch or have other families bring in lunches.
- Supper: There are different options for this. You may have the team eat at the host homes. You may have them visit other families (not host families) for the evening meal. You may have people bring meals to the parish hall for them. [The teams generally prefer to eat together at the evening meal, however, it is NOT a requirement.]
- They will arrive on Saturday afternoon/evening and will leave the following Saturday morning/afternoon. Please check with team leader when he/she calls if they are going to be there for lunch on travel days.

It is important to let the team leader know in the morning the schedule for the day, including where and what time they will be eating and how long it will take to get there.

Please keep in mind that some days they will have evening activities. They will need to be back at the parish at least a half hour before the activity starts.

How to Have a Great Week

Parish Priest and the Deacon

We love priests and need priests ☺. The priest is invited to be a part of all the events.

Minimally, a priest is needed to celebrate daily Mass for the camp during the day and Reconciliation sometime during the week. Ideally, the priest would also participate in the teen mission.

We love deacons, too. They too are welcome to be a part of all the events especially to read the Gospel and to do blessings.

Parish Contact Person on Site

There should be at least one adult available at the camp during the day and the teen mission during the evening that team members may consult and the diocesan office may contact if the need arises. This duty may be carried out by various adults throughout the week.

Camp Attendance

The summer camps are designed for those who have completed grades K-6. The camp is not designed for children who have not completed Kindergarten.

Students who belong to other faiths are welcome, especially in smaller parishes.

Parishes may not have more than 60 students unless previously arranged with the diocesan office. In order to accommodate the additional students, additional help will be sent when available. Parishes will be assessed an additional \$25/student.

Camp Facility and Supplies

When choosing a facility, it is most helpful to have a facility that includes:

- A room large enough for all of your campers during the day and teens during the night
- Smaller areas or hallways that can be used for smaller group activities and classroom instruction. (4 rooms is ideal)
- Outside space for activities.
- A chalkboard, dry erase board if possible
- A podium or music stand that the team members can use when talking in the large group area.
- Access to the church for masses, confession, rosary and church tour.
- Microphone for musician at Mass.
- Bibles, scissors, paper, makers, colors, pencils, glue, masking tape, and scratch paper.
- Copies as requested



Advertising

Advertising the elementary day camp and the teen mission is very important to the success of the Young Disciples Apostolate. We would encourage parishes to be creative in getting the word out to their parishioners and community.



You will be provided with two Young Disciples posters to inform people about the camps and teen missions. On the posters there will be spaces to write in the time and location. You may also put an announcement in your parish bulletin that the Young Disciples will be at your parish.

Sample bulletin announcement:

The Young Disciples Team will be in our parish on <DATE> from <TIMES> to conduct an elementary summer camp, a teen mission and parish pot luck. The Young Disciples Teams are a traveling apostolate team of Catholic young adults. The week of camp will consist of music, daily Mass, games, catechesis, prayer and hours of fun. All children who have completed Kindergarten to Sixth grade are welcome to attend including those who belong to other churches. The Young Disciple Teams will also do a teen mission. The teen mission is for grades 7-12 and will be for three nights beginning <DATE> from <TIME>. Teens do NOT need to be at all three nights. Come when you are free. Lastly, the parish pot luck will be <DATE> from <TIME>. Please pray that our parish and community will grow in their faith, hope and love as we participate in these events.

Other Promotional Ideas:

- _____ Get the parish to pray for the upcoming events.
- _____ Call all the families with children and teens
- _____ Send a letter to all the families with children and teens
- _____ Ask teens from each class to get their friends to attend
 - * Having teens invite their friends should be very effective
- _____ Send a copy of the poster to all parishes within an hour radius
- _____ Send a copy of the posters to those in other churches in your town
- _____ Hang up posters in your town
- _____ Advertise on the radio, television and/or newspaper



Young Disciples Team Fees and Explanation

Parishes hosting a Young Disciples Teams will have the team for one week. Minimally, the team is expected to attend weekend Masses (including missions), do a 4 or 5 day camp for elementary children and a three day teen mission.. Regardless of how many events are scheduled, parishes are charged according to parish size and location:

# of families in parish	camp fee	a smaller idea
Under 130 families	\$1,000	30 kids paying \$30 for the whole week
Between 131 to 300 families	\$1,180	35 kids paying \$30 for the whole week
Between 301 to 650 families	\$1,350	45 kids paying \$30 for the whole week
Outside the Diocese of Fargo	\$1,350	

This fee covers only 1/3 of the actual costs of having a team. The other 2/3 is provided through diocesan funds and private sponsors.

All fees are due as soon as the camp is completed at your parish. Payment should be mailed to:
Young Disciples - Diocese of Fargo, 5201 Bishops Boulevard, Fargo ND, 58104

Why the price difference for different size parishes?

The first mission of the Young Disciples Teams is to reach our smaller parishes. In addition to lacking finances, many smaller parishes do not have any young adults. Thus their witness is absent. Younger children and older adults are often inspired by the faith of young adults, especially those who witness to the Faith with some sacrifice on their part. (Each Young Disciple gives up their summer). This does not mean we don't want to go to larger parishes, but the hope is that the larger parishes will help offset the costs for those who are in need.

What is the cancellation policy?

In general, cancellations should be very rare. You have received your week while other parishes have waited and have made other plans. For this reason, parishes canceling after April 15 WILL BE responsible for the ENTIRE CAMP FEE unless you find another parish to take your spot.

The canceling parish is responsible for making these arrangements.

Fundraising Ideas

We suggest that you begin considering how your camp will be financed. Below are a few suggestions for funding your retreat.

Charge a small fee for the camp. For example:

A. $30 \text{ kids} \times 5 \text{ days} \times \$5.00/\text{day} = \$750$

B. $40 \text{ kids} \times 5 \text{ days} \times \$5.00/\text{day} = \$1000$

C. $50 \text{ kids} \times 5 \text{ days} \times \$5.00/\text{day} = \$1250$

D. $60 \text{ kids} \times 5 \text{ days} \times \$5.00/\text{day} = \$1500$

Invite Others to Attend

Invite children and teens from other faiths and the community to attend the camp. They too could be charged a fee. You might also ask their churches to pay a portion of the fee. (The camp will remain Catholic, e.g. will include the Sign of the Cross, Mass, Reconciliation, Sacraments, Commandments, Jesus, Mary, the Saints, etc. Those of other Faiths will be invited to participate as they are able.)

Talk to Your Pastor

Working with your pastor, see if there are individuals in your parish that you can ask to underwrite the cost of the retreat. These contributions become tax deductible if your pastor allows the parish to collect them for you.

Parish Organizations

Request money from parish organizations such as the Knights of Columbus, the Altar Society, or the Youth Group themselves.

Bake Sale and Fundraisers

Selling bake goods can always earn some extra money, there are also many fundraising ideas of different items to sell, such as breads and candy.

Second Collection

Take a second collection at your parish's liturgies on a given weekend. The team members will be attending all Masses at the parish and missions the weekend prior to camp starting. They could speak about the Young Disciples at all the Masses.

Special Situations With Youth

The Young Disciples Team members are trained to respond to situations where an individual is in a harmful or potentially harmful situation by clarifying the information the individual has shared and then taking appropriate action.

Team members respect confidentiality by handling the information in a responsible manner. They do not promise to keep an individual's identity anonymous if they are in a potentially dangerous situation. At the earliest opportunity after identifying a situation as potentially dangerous, the goal of the team member is to get the individual connected to a resource that can help him/her. The team member will try to get the individual to talk to the contact person identified by the parish for the camp. Some examples of situations where there is potential danger are allegations of physical abuse, sexual abuse, or suicide. In situations where there is minimal or no danger, the parish contact person is not informed of the situations and the individual is given appropriate resources such as a national hotlines or encouragement to talk with a school counselor, parish priest, or other appropriate referral. The Young Disciples Teams are only in the area for a short period of time; therefore, the goal is to get the individual connected to an appropriate referral that can follow up with the individual.

If the situation is identified as potentially dangerous and the contact person is not a paid employee of the parish or school or is not familiar with appropriate procedures to follow, the team member will seek the involvement of the parish priest. If the individual refuses to speak to the contact person or parish priest, the team member may then identify with the individual another appropriate referral such as a school counselor, teacher, or parent. If neither the parish contact person or the parish priest is available, the Young Disciples Team member is then directed to contact a team supervisor at the diocesan office to consult on a plan of appropriate action which may include contacting local authorities or parents.

If the contact person is a paid employee of the parish or school, our hope is that they will be familiar with diocesan policies regarding the appropriate handling of these situations. The appropriate handling may include calling the police, notifying child protection agencies, or informing the parents.

****We ask that a contact person be available at the facility during the time the camp takes place that the team members can consult, and also for us at the diocesan office to contact if the need arises.**

Parish Checklist

This manual is to introduce you more fully to the Young Disciples Apostolate and help with the preparation of the Young Disciples camps and missions. Please read through the entire manual. Check off the below items as completed.

- _____ Received a date to host the Young Disciples Team
- _____ Confirmed dates with Pastors
- _____ Read through the Parish Contact Manual in its entirety
- _____ Have begun to publicize the camp and teen mission – posters, email, mail, telephone
- _____ Informed families that there is both an elementary camp and a teen mission
- _____ Have other teens help promotion.
- _____ Budgeted for the entire cost of the week.
- _____ Confirmed reservations for camp site
- _____ Obtained necessary keys needed
- _____ Obtained a list of the rooms available
- _____ Obtained any necessary supplies / equipment (if needed)
- _____ Verified availability of cooking facility / equipment (if needed)
- _____ Confirmed any volunteer help if needed
- _____ Verified number of meals and times of meals
- _____ Read through Housing Guidelines
- _____ Secured adequate number of host homes
- _____ Completed map and directions to homes for the team
- _____ Notified host families of the number of evenings they will host the team and the meals for which they are responsible
- _____ Made contact with the team leader approximately 1 week before the arrival

Host Family Worksheet

Please provide the team leaders with the host family information requested below when the team arrives at your parish. Please provide a copy of the Host Family Worksheet and a map and/or directions for each host home grouping. The team members will then be able to contact each other as needed.

Host Family Name _____

Address _____ City _____

Phone _____ Animals: _____

Can house up to (#): _____ Gender preference: _____

Distance from camp site _____

Team members: _____

Host Family Name _____

Address _____ City _____

Phone _____ Animals: _____

Can house up to (#): _____ Gender preference: _____

Distance from camp site _____

Team members: _____

Host Family Name _____

Address _____ City _____

Phone _____ Animals: _____

Can house up to (#): _____ Gender preference: _____

Distance from camp site _____

Team members: _____