DIVINE RENOVATION

TRACTION

Coaches' Manual

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Prerequisites

1. Completed Kickstart.
2. Completed Calibrate.

OR

Demonstrated competency in the Calibrate objectives and completed baseline metrics.

3. Understand the expectation of Traction is to be actively engaged in the process of renewal.

Pastor Outcomes

By the end of Traction, the pastor will be able to:

1. Articulate a Vision for his parish.
2. Establish intercessory prayer for his parish.
3. Establish a way of proceeding that relies on the Holy Spirit through prayer.
4. Assemble or improve his leadership team.
5. Identify, raise up and equip other leaders in his parish.
6. Establish a primary evangelization strategy and use an evangelization tool.

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Session One

Why coach on Empowerment of the Holy Spirit?

Vision is a God given picture of the future that inspires passion. The first part of this statement cannot be taken for granted. While our vision provides clarity and direction, it must be inspired by the Holy Spirit. We believe that if the Holy Spirit is inspiring a vision in a pastor, this is the same vision He will have for the parish.

A reality that many parishes face, however, is that many people don't know how to pray and are not relying on the Holy Spirit. It is necessary for priests and leaders to form a relationship with the Holy Spirit. Only when we are filled with the Holy Spirit, can we lead others to an encounter with the Spirit. We must be intentional about inviting and accompanying all parishioners to an encounter with the Holy Spirit, so that our parish can be united in vision and clothed with the same power from on high. (Lk 24:49)

Pre-meeting Prep

- Send a welcome email out to priests one week prior to the first session.
    - Remind them that there are no videos in the lead up to this session.
- Send a reminder email 24 hours before the first session.
- Familiarize yourself with your Mighty Networks course page.
- Ensure that the necessary technology is in place (Zoom, camera, audio, internet).

Where should you land at the end of Session One?

After Session One, the pastor will be able to:

1. Lay the foundation for parish renewal.
2. Understand the necessary dependance on the Holy Spirit for effective renewal.
3. Examine ways of surrendering to the Holy Spirit.
4. Recognize the intersection between the Holy Spirit and his leadership.

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COHORT #: _____

Opening Segment (35 minutes)

☐ Opening comments:
- How you ended up here?
- Where to find content for Traction. Questions?

[Share screen and walk participants through Mighty Networks]
- Any questions about the online platform?

☐ Opening Prayer **[Coach, feel free to lead this one]**.
☐ Permission to record if anyone is absent – For training and to review later.
☐ Introduce Myself – Reconnect with priests I know.
☐ Priest Introductions (take off mute).
- Name.
- Parish (where and how long have you been there?).
- How long a priest?
- A success in parish renewal since COVID.
- A big hope/dream for parish renewal in the future.

Kickstart Review (5 minutes)

Foundational principles to renewal
- Vision
- Building a Leadership Team
- Primacy of Evangelization
- Structure and Hybrid Church
- Meetings and Healthy Conflict
- Culture and Change

Bridge to Traction
Bringing foundational principals to action ➡ TRACTION
Follow up to Kickstart (still in cohort) but more about ACTION

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Traction Format and Outline (20 minutes)

- Six sessions over twelve weeks – This kickoff session and five more sessions to cover the 3 keys to Parish Renewal.
    - The Power of the Holy Spirit
    - The Best of Leadership
    - Primacy of Evangelization

Question: Why these three keys?
Keychain Eucharist as center – Sacramental Life of the Church.
Eucharist essential – but alone not making the difference.

- Three videos to follow each session – plus kickstart recaps.
- After each session watch the videos and carry out the action items. We will discuss your progress two weeks later at the next session.
- Watch the videos as soon after the session as possible to allow as much time to focus on the Action Items from the video.

By the end of Traction, you will be able to:

1. Articulate a Vision for your parish.
2. Establish intercessory prayer for your parish.
3. Establish a way of proceeding that relies on the Holy Spirit through prayer.
4. Assemble or improve your leadership team.
5. Identify, raise up and equip other leaders in your parish.
6. Establish a primary evangelization strategy and use an evangelization tool.

- Questions?

Introduce *Empowerment Through the Holy Spirit* (5 minutes)

- 3 Videos (Spirit Filled Pastors, Spirit Empowered Pastors, Spirit Transformed Parishes).
- The forgotten person of the Holy Trinity for many Catholics.
- Not a theology, but a person. Not a teaching, but a relationship.
- Father James Mallon – "Power like a light socket".

After this session you will be able to:

1. Lay the foundation for parish renewal.
2. Understand the necessary dependance on the Holy Spirit for effective renewal.
3. Examine ways of surrendering to the Holy Spirit.
4. Recognize the intersection between the Holy Spirit and your leadership.

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Breakout Groups (10 minutes)

Split into pairs. **Remain in large group if fewer than 4 priests.**

1. How do you personally draw on the power of the Holy Spirit in your priesthood?
2. How do you corporately draw on the power of the Holy Spirit as a parish?

Time of Prayer (6 minutes)

Pray for the Holy Spirit – everyone can pitch in and pray together. This is fitting since we are discussing the Holy Spirit at work in the pastor.

Next Steps – Sending (2 minutes)

Prioritize – Identify which of the following items need to be your "next steps" in the next two week. Can't do it all, so you'll need to prioritize.
Share your experience with your SLT, another trusted leader; rally support.
Select which action Items to complete in two weeks:

- ☐ Raise up an intercessory prayer team to pray together for the renewal efforts in your parish. Ask them to pray for the power of the Holy Spirit to be released upon the parish which will help to prepare fertile soil for the work that is to be done.
- ☐ Plan a homily/homily series around the role of the Holy Spirit in the church. Use the early Church as a guide and how the Holy Spirit moved powerfully to transform lives (See the book of Acts).
- ☐ Include a moment of prayer in your homily or at another appropriate time in the liturgy to allow time for the Holy Spirit to move. Give those at Mass an opportunity to experience how the Holy Spirit can move among them communally even within the liturgy.
- ☐ Introduce/practice communal prayer with one another and over one another at leadership gatherings (meetings, discipleship gatherings, leadership summits, etc.)
- ☐ Spend an hour this week in front of the blessed sacrament asking, "God what is your vision for your church?" Sit in silence waiting for His inspiration. Write down every thought that comes to mind. Use these God-inspired thoughts as the starting point to begin to paint a picture of the future for your church that creates passion for you and that will eventually create passion among your parishioners.

Final Note: _____

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S1 - Cheat Sheet

Introduce Empowerment of the Holy Spirit

COHORT #: _____

Opening Segment (35 minutes)

- ☐ Opening comments
  [Share screen and walk participants through Mighty Networks]
- ☐ Opening Prayer (me)
- ☐ Permission to record if anyone is absent – For training and to review later.
- ☐ Introduce Myself – Reconnect with priests I know.
- ☐ Priest Introductions (take off mute)

Kickstart Review (5 minutes)
Foundational principles to renewal
Bridge to Traction - Bringing foundational principals to action ➡TRACTION

Traction Format and Outline (20 minutes)

- Six sessions over twelve weeks.
- 3 Keys to Parish Renewal – Q: Why these three keys?
- After each session watch the corresponding videos and carry out the action.
- By the end of Traction, you will be able to:

Introduce Empowerment Through the Holy Spirit (5 minutes)

- Spirit Filled Pastors, Spirit Empowered Pastors, Spirit Transformed Parishes.
- The forgotten person of the Holy Trinity for many Catholics.
- Not a theology, but a person. Not a teaching, but a relationship.
- Father James Mallon – Power like a light socket.
- After this session you will be able to:

Breakout Groups (10 minutes)

1. How do you personally draw on the power of the Holy Spirit in your priesthood?
2. How do you corporately draw on the power of the Holy Spirit as a parish?

Time of Prayer (6 minutes)

Next Steps – Sending (2 minutes)

- Review the list of action items.
- **Prioritize** – Identify which of the following items need to be your "next steps" in the next two week. Can't do it all, so you'll need to prioritize.
- Share your experience with your SLT, another trusted leader; rally support.

Final Notes

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Session Two

Why coach on The Pastor as Leader?

God has gifted pastors and their flock with an abundance of gifts. The goal of this session is to have priests recognize the importance of self and team awareness, as it helps empower others to use their gifts and identify blind spots.

Servant leaders raise up others, allowing people to use their gifts to bless and serve the Church. Leadership is about influencing others; it must be people-focused, so that people are empowered, rather than used. Ultimately, by empowering others, the priest includes others in the work of mission, and frees himself to focus on elements of his priestly ministry that the laity cannot replicate.

Pre-meeting Prep

- Send a reminder email 24 hours before the session.
- Review videos and be prepared to discuss Strengths Finders.
- Be prepared to provide unique guidance to each pastor as they provide their strengths assessment.
- Ensure that the necessary technology is in place (Zoom, camera, audio, internet).

Where should you land at the end of Session Two?

After Session Two the pastor will be able to:

1. Understand effective ways of engaging his parish for missional fruitfulness.
2. Influence and engage others to get excited about parish renewal.

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Session Two

Review Empowerment Through the Holy Spirit
Introduce The Pastor as Leader

COHORT #: _____

Opening Segment (20 minutes)

☐ Opening comments.
- Welcome any new priests.

☐ Opening Prayer **[invite a priest to lead]**.

☐ Permission to record if anyone is absent – For training and to review later.

☐ Introductions for any new priests (take off mute).
- Name.
- Parish (where and how long have you been there?).
- How long a priest?
- A success in parish renewal since COVID.
- A big hope/dream for parish renewal in the future.

☐ Returning priests check-in (take off mute).
- One thing that resonated from our last Traction session.

☐ **After this session you will be able to:**
1. Understand effective ways of engaging your parish for missional fruitfulness.
2. Influence and engage others to get excited about parish renewal.

Traction Recap (3 minutes) **[in case someone missed the first session]**

Traction is a follow-up to Kickstart (still in cohort) but more about ACTION
Traction Outline: 3 Keys to Parish Renewal
- The Power of the Holy Spirit
- The Best of Leadership
- Primacy of Evangelization

Cohort Format:
1. Six sessions over twelve weeks.
2. Three videos to follow each session – plus kickstart recaps.
3. After each session watch the corresponding videos and carry out the action items. We will discuss your progress two weeks later at the next session.

NOTE: Watch the videos as soon after the session as possible to allow as much time to focus on the action items from the video.

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Review Empowerment Through the Holy Spirit (15 minutes)

- Kickstart Recap Video
- Spirit Filled Pastors – The pastor's embrace of the power of the Holy Spirit in his ministry.
- Spirit Empowered Pastors – The pastor is led by the Holy Spirit to mission beyond himself.
- Spirit Transformed Parishes – The pastor leads a cultural shift – normalizing a Spirit-led parish by raising leaders and modeling prayer.

Breakout Groups 1 (10 minutes)

Split into pairs. **Remain in large group if fewer than 4 priests.**
See Action Items below to help with this group discussion.

1. Which of the videos did you focus on the most? Why?
2. Takeaways: affirmations, challenges, what steps are you working on?
3. What next steps can be taken to normalize the Holy Spirit in your leadership so you can empower others and transform your parish?

<u>Previous Action Items to Review (to help in the discussion above)</u>

- Raise up an intercessory prayer team
- Plan a homily/homily series
- Include a moment of prayer in your homily
- Introduce/practice communal prayer
- Spend an hour this week in front of the blessed sacrament

Large Group Sharing (10 minutes)

Follow up questions and free exchange for insights.

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Introduce *The Pastor as Leader* (5 minutes)

- 3 Videos (Leading with Strength, Leading with Influence, Leading Through Others)
- Explore pastor's leadership strengths (tool – Strengths Finder), styles, and what prioritization, focus, overinvestment can look like for a pastor
- TIME IS PRECIOUS – choose how to use it for mission

The Four Domains of Leadership Strength (to help in the discussion above)

EXECUTING	INFLUENCING	RELATIONSHIP BUILDING	STRATEGIC THINKING
People with dominant Executing themes know how to make things happen.	People with dominant Influencing themes know how to take charge, speak up, and make sure the team is heard.	People with dominant Relationship Building themes have the ability to build strong relationships that can hold a team together and make the team greater than the sum of its parts.	People with dominant Strategic Thinking themes help teams consider what could be. They absorb and analyze information that can inform better decisions.
Achiever Arranger Belief Consistency Deliberative Discipline Focus Responsibility Restorative	Activator Command Communication Competition Maximizer Self-Assurance Significance Woo	Adaptability Connectedness Developer Empathy Harmony Includer Individualization Positivity Relator	Analytical Context Futuristic Ideation Input Intellection Learner Strategic

Breakout Groups 2 (10 minutes)

Split into pairs. **Remain in large group if fewer than 4 priests.**

1. What is one personal charism or strength in your own leadership that you would like to build upon?
2. What is one personal tendency in your own leadership that you would like to transform?
3. What do you want your leadership team or key leaders to say about your leadership in this next season of parish renewal?

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Next Steps (5 minutes)

Prioritize – Identify which of the following items need to be your "next steps" in the next two week. Can't do it all, so you'll need to prioritize.
Share your experience with your SLT, another trusted leader; rally support.

Select which action Items to complete in two weeks:

- ☐ Take the Clifton StrengthsFinder Assessment. Confirm your results - what surprised you - was there something new revealed (strengths and non-patterns)?

- ☐ Carve out a regular weekly time in your calendar to grow in leadership understanding, investment and awareness by reading, listening to podcasts or watching videos.

- ☐ List your typical weekly tasks. How are you using or not using your Strengths in those tasks? What non-patterns (weaknesses) are overplayed? Are any of your top 5 Strengths going untapped?

- ☐ Invite a trusted leader, team member or mentor to meet with you to help you grow in leadership. Have them speak into what they see and hear from you - strengths, blind spots, tendencies, etc.

- ☐ Identify which Strengths you need to bring around you which you do not possess already to develop a well-balanced team.

- ☐ What is one step/action you can take around each of your top 5 Strengths that will help you live out and unleash the full potential of your Strengths?

- ☐ What percentage of your time do you currently spend in these 4 areas? What does it need to look like to bring better balance?
    - Preaching (and preaching prep)
    - Sacraments (prep, celebration, fellowship)
    - Leadership (not administration and management – but intentional leadership)
    - Everything else (maintenance, admin, busy work)

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Next Steps (continued)

- ☐ Write out your own organizational chart – can be just names or areas of ministry or both – and then draw lines of direct report from each person to the one that supports them. Who is not supported? Where is it unclear? Who and how many people you are personally responsible for supporting?

Closing Segment (5 minutes)

- Final comments – draw some conclusions – make some connections.
- What was most useful for you today? **Share if time permits or type it in the chat.**

Email me if something comes up in the next two weeks – I'm your coach and advocate

Closing Prayer

Ask a priest to close.

Final Notes

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S2 - Cheat Sheet

Review Empowerment of the Holy Spirit
Introduce The Pastor as Leader

COHORT #: _____

Opening Segment (20 minutes)
- ☐ Opening comments:
- ☐ Opening Prayer **[invite a priest to lead]**.
- ☐ Permission to record if anyone is absent – For training and to review later.
- ☐ Introductions for any new priests (take off mute).
- ☐ Returning priests check-in (take off mute).
- ☐ After this session you will be able to:

Traction Recap (3 minutes) **[in case someone missed the first session]**
Traction is a follow-up to Kickstart (still in cohort) but more about ACTION
Traction Outline: 3 Keys to Parish Renewal
Six sessions over twelve weeks.

Review *Empowerment Through the Holy Spirit* (45 minutes)
Spirit Filled Pastors, Spirit Empowered Pastors, Spirit Transformed Parishes

Breakout Groups 1 (10 minutes)
1. Which of the videos did you focus on the most? Why?
2. Affirmations, challenges, steps taken, next steps?

Intro The Pastor as Leader (5 minutes)
- Leading with Strength, Leading with Influence, Leading Through Others.
- Explore pastor's leadership strengths.
- TIME IS PRECIOUS – choose how to use it for mission

Breakout Groups 2 (10 minutes)
1. What is one personal charism or strength in your own leadership?
2. What is one personal tendency in your own leadership that you would like to transform?
3. What do you want your leadership team or key leaders to say about your leadership?

Next Steps – Sending (2 minutes)
- Review the list of action items.
- **Prioritize** – Identify which of the following items need to be your "next steps" in the next two week. Can't do it all, so you'll need to prioritize.
- Share your experience with your SLT, another trusted leader; rally support.

Closing Segment
- Final comments – draw some conclusions – make some connections.
- What was most useful for you today? **Share if time permits or type it in the chat.**
- Email me if something comes up in the next two weeks – I'm your coach and advocate

Closing Prayer

Session Three

Why coach on Equipping Others for Leadership?

As we move from the clerical model of the past, the goal turns from giving people tasks and gathering warm bodies around a table (or to fill a ministry), to now raising up leaders who are themselves equipped to use their gifts, lead, and raise up others. This requires that priests must invest time in getting to know members of his flock, ultimately having "I see in you" conversations with those who have leadership potential. It is also important that structures are put in place, so that everyone is supported and has opportunities to grow in their leadership. This process takes time and intentionality; however, it will ultimately result in giving people the opportunity to use their gifts to serve God.

Pre-meeting Prep

- Send a reminder email 24 hours before the session.
- Review in detail last week's Action Items.
- Review videos and be prepared to discuss the "team health assessment" from page 29 of the *Divine Renovation Guidebook*.
- Ensure that the necessary technology is in place (Zoom, camera, audio, internet).

Where should you land at the end of Session Three?

After Session Three the pastor will be able to:

1. Raise others up as leaders within the parish context.
2. Form and develop healthy teams.
3. Equip leaders by recognizing them and encouraging them to use their unique talents.
4. Understand how people's unique strengths work best in a team setting.
5. Identify and implement a healthy ministry team.

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Session Three
Review Pastor as Leader
Introduce Equipping Others for Leadership

COHORT #: _____

Opening Segment (15 minutes)

- ☐ Opening comments.
- ☐ Opening Prayer **[invite a priest to lead]**.
- ☐ Permission to record if anyone is absent – For training and to review later.
- ☐ Priest Check In (take off mute).
  - Highs and Lows from the past two weeks?
- ☐ **After this session you will be able to:**
  1. Raise others up as leaders within the parish context.
  2. Form and develop healthy teams.
  3. Equip leaders by recognizing them and encouraging them to use their unique talents.
  4. Understand how people's unique strengths work best in a team setting.
  5. Identify and implement a healthy ministry team.

Review *The Pastor as Leader* (50 minutes)

- Kickstart Recap Video – Did you watch?
- *Leading with Strength* – Strengths Finder for self-awareness and self-leadership.
- *Leading with Influence* – Inspire with vision. Why should people follow you?
- *Leading Through Others* – Prioritizing and focused leadership. Overinvest in others!

Breakout Groups 1 (10 minutes)

Split into pairs. **Remain in large group if fewer than 4 priests.**

See Action Items below to help with this group discussion.

1. Which of the videos did you focus on the most? Why?
2. Takeaways: Affirmations, Challenges, Steps taken, Steps to take next.
3. Discussion starters: What have you done? What have you tried? Where have you seen success already? What can you build upon? Where are you struggling? Where are you stuck? What is urgent and important to get right now?

Follow up questions directed to each of the priests as they offer feedback.

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Previous Action Items to Review (to help in the discussion above)

- Take the Clifton StrengthsFinder Assessment.
- Carve out a regular weekly time in your calendar
- List your typical weekly tasks.
- Invite a trusted leader, team member or mentor to meet with you
- Identify which Strengths you need to bring around you
- What is one step/action you can take around each of your top 5 Strengths
- What percentage of your time do you currently spend in these 4 areas?
    - Preaching, Sacraments, Leadership, Everything else.
- Write out your own organizational chart

Introduce *Equipping Others for Leadership* (5 minutes)

- 3 Videos (Team Building, Team Strength, and Team Health).
- We will move from the pastor's leadership to the need to lead out of teams. These three videos will help us build the right team and keep that team healthy for maximum impact.
- The pastor cannot lead alone – a theme we coach into early and often and this session reinforces this in a practical way.

Breakout Groups 2 (10 minutes)

Split into pairs. **Remain in large group if fewer than 4 priests.**

1. Describe your current leadership structure at the parish. Differentiate between the senior/pastoral leadership team model and your staff/ministerial team model.
2. Share some success stories of your move to a senior/pastoral leadership team.
3. Where are you struggling now in your effort to raise up others to lead in a team environment – where are you struggling to "share" your leadership?

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Next Steps (5 minutes)

Prioritize – Identify which of the following items need to be your "next steps" in the next two weeks. Can't do it all, so you'll need to prioritize.
Share your experience with your SLT, another trusted leader; rally support.

Select which action Items to complete in two weeks:

- ☐ Have your team complete the StrengthsFinder Assessment and discuss the results together. Review the StrengthsFinder Leadership Domains to determine if the team is balanced across the themes as a collective group. Which domain is most represented? Most under-represented?

- ☐ Complete the Team Health Assessment in the DR Guidebook on page 29. Fill it out individually and then discuss your responses together as a team. What areas need to be addressed? What are some next steps?

- ☐ Create a plan for your leadership team meeting structure, cadence, who will perform what role/responsibility, and how decisions and needed actions will get cascaded to others that you support outside the team.

Closing Segment (5 minutes)

- Final comments – draw some conclusions – make some connections.
- What was most useful for you today? **Share if time permits or type it in the chat.**
- Email me if something comes up in the next two weeks – I'm your coach and advocate.

Feedback Survey

Please fill out the following feedback survey which will help us to improve our programming [COACH: provide link in the chat:].
https://divinerenovation.tfaforms.net/4940192

Closing Prayer

Ask a priest to close.

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Review Pastor as Leader
Introduce Equipping Others for Leadership

COHORT #: _____

Opening Segment (15 minutes)
- ☐ Opening comments.
- ☐ Opening Prayer **[invite a priest to lead]**.
- ☐ Permission to record if anyone is absent – For training and to review later.
- ☐ Priest Check In (take off mute).
- ☐ After this session you will be able to:

Review *Pastor as Leader* (60 minutes)
Leading with Strength, Leading with Influence, Leading Through Others

Breakout Groups 1 (10 minutes)
1. Which of the videos did you focus on the most? Why?
2. Takeaways: Affirmations, Challenges, Steps taken, Steps to take next?

Follow up questions directed to each of the priests as they offer feedback.

Introduce *Equipping Others for Leadership* (5 minutes)
- Team Building, Team Strength, and Team Health.
- We will move from the pastor's leadership to the need to lead out of teams.
- The pastor cannot lead alone.

Breakout Groups 2 (10 minutes)
1. Describe your current leadership structure at the parish. Differentiate between the senior/pastoral leadership team model and your staff/ministerial team model.
2. Share some success stories of your move to a senior/pastoral leadership team.
3. Where are you struggling now in your effort to raise up others to lead in a team environment – where are you struggling to "share" your leadership?

Next Steps – Sending (2 minutes)
- Review the list of action items.
- **Prioritize** – Identify which of the following items need to be your "next steps" in the next two week. Can't do it all, so you'll need to prioritize.
- Share your experience with your SLT, another trusted leader; rally support.

Closing Segment
- Final comments – draw some conclusions – make some connections.
- What was most useful for you today? **Share if time permits or type it in the chat.**
- Email me if something comes up in the next two weeks – I'm your coach and advocate

Closing Prayer

Final Notes

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Session Four

Why coach on The Pastor as Evangelist?

The Second Vatican Council document *Ad Gentes*, details a vision for evangelization in our modern world. One of the key elements in this vision is evangelization through relationship. To put it simply, it is easier to share our lives with those we are close to.

For our parish to become a centre of evangelization, its members must go out and share their faith. However, sharing our faith has become taboo. What we need is a culture change, in which we normalize the sharing of faith in Jesus. This begins with the Pastor. In this session, we will discuss how Pastors can shape their parish culture by leading by example.

Pre-meeting Prep

- Send a reminder email 24 hours before the session.
- Review in detail last week's Action Items.
- Review videos and be prepared to discuss APEST.
- Be prepared to provide unique guidance to each pastor as they provide their APEST assessment.
- Ensure that the necessary technology is in place (Zoom, camera, audio, internet).

Where should you land at the end of Session Four?

After Session Four the pastor will be able to:

1. Be able to assess and measure the effectiveness of evangelization in his parish.
2. Lead the evangelization process and embody it in his own leadership.

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Session Four
Review Equipping Others for Leadership
Introduce The Pastor as Evangelist

COHORT #: _____

Opening Segment (20 minutes)

- ☐ Opening comments.
- ☐ Opening Prayer **[invite a priest to lead]**.
- ☐ Permission to record if anyone is absent – For training and to review later.
- ☐ Priest Check-in (take off mute).
  - How would you describe the workload thus far with Traction, especially in relation to all the things you have to do and are burdened by?
- ☐ **After this session you will be able to:**
  1. Be able to assess and measure the effectiveness of evangelization in your parish.
  2. Lead the evangelization process and embody it in your own leadership.

Review *Equipping Others for Leadership* (45 minutes)

- Team Building – Raising up/empowering leaders not doers (responsibility/authority).
- Team Strength – Combining our strengths with others to create a balanced team.
- Team Health – Health Assessment tool in guidebook and using it regularly.

Breakout Groups 1 (10 minutes)

Split into pairs. **Remain in large group if fewer than 4 priests.**

See Action Items below to help with this group discussion.

1. Which of the videos did you focus on the most? Why?
2. Takeaways: Affirmations, Challenges, Steps taken, Steps to take next.
3. Discussion starters: What have you done? What have you tried? Where have you seen success already? What can you build upon? Where are you struggling? Where are you stuck? What is urgent and important to get right now?

Follow up questions directed to each of the priests as they offer feedback.

<u>Previous Action Items to Review:</u>

- ➢ Have your team complete the StrengthsFinder Assessment
- ➢ Complete the Team Health Assessment

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Introduce *The Pastor as Evangelist* (5 minutes)

- The 4th Traction session dives into the third key to parish renewal - The primacy of Evangelization.
- The pastor must be the one to set the priority for evangelization.
- 3 Videos (Modeling, Assessing, and Measuring Evangelization).
    - APEST – Apostles, Prophets, Evangelists, Shepherds, Teachers.

Breakout Groups 2 (5 minutes)

Split into pairs. **Remain in large group if fewer than 4 priests.**

1. How pleased/frustrated are you currently with your parish evangelization efforts?
2. How are you personally as a leader at leading these efforts or making them a priority?

Next Steps (5 minutes)

Prioritize – Identify which of the following items need to be your "next steps" in the next two week. Can't do it all, so you'll need to prioritize.
Share your experience with your SLT, another trusted leader; rally support.

Select which action Items to complete in two weeks:

- ☐ Have your team complete the APEST Assessment. How about, "How well do the assessment results match your experience of working with each other? How could these results help you to better understand and encourage each other in your parish work?

- ☐ Look at your staffing positions, areas of ministry, ministry offerings, and your budget through the lens of evangelization. Are there any adjustments that need to be made to these areas to raise the priority for evangelization? Set goals and next steps around these adjustments.

- ☐ Plan a homily/homily series around your vision for evangelization at the parish – outline each message and focus on casting vision to the pews.

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Closing Segment (5 minutes)

- Final comments – draw some conclusions – make some connections.
- What was most useful for you today? **Share if time permits or type it in the chat.**

Email me if something comes up in the next two weeks – I'm your coach and advocate

Closing Prayer

Ask a priest to close.

Final Notes

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S4 - Cheat Sheet

Review Equipping Others for Leadership
Introduce The Pastor as Evangelist

COHORT #: _____

Opening Segment (20 minutes)

- ☐ Opening comments:
- ☐ Opening Prayer **[invite a priest to lead]**
- ☐ Permission to record if anyone is absent – For training and to review later.
- ☐ Priest Check-in (take off mute)
- ☐ After this session you will be able to:

Review *Equipping Others for Leadership* (45 minutes):
Team Building, Team Strength, Team Health.

Breakout Groups 1 (10 minutes)

1. Which of the videos did you focus on the most? Why?
2. Takeaways: Affirmations, Challenges, Steps taken, Steps to take next

Follow up questions directed to each of the priests as they offer feedback:
What have you done? What have you tried? Where have you seen success already? What can you build upon? Where are you struggling? Where are you stuck? What is urgent and important to get right now?

Introduce *The Pastor as Evangelist* (5 minutes)

- Modeling, Assessing, and Measuring Evangelization.
- This session dives into the third key to parish renewal - The Primacy of Evangelization.
- The pastor must be the one to set the priority for evangelization.

Breakout Groups 2 (5 minutes)

1. How pleased/frustrated are you currently with your parish evangelization efforts?
2. How are you personally as a leader at leading these efforts or making them a priority?

Next Steps – Sending (2 minutes)

- Review the list of action items.
- **Prioritize** – Identify which of the following items need to be your "next steps" in the next two week. Can't do it all, so you'll need to prioritize.
- Share your experience with your SLT, another trusted leader; rally support.

Closing Segment

- Final comments – draw some conclusions – make some connections.
- What was most useful for you today? **Share if time permits or type it in the chat.**
- Email me if something comes up in the next two weeks – I'm your coach and advocate

Closing Prayer

Final Notes

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Session Five

Why coach on Empowering the Parish for Evangelization?

Lives are transformed by a personal encounter with Christ. 'Faith is not taught, it is caught.' For decades, we have focused on teaching people about Jesus, rather than facilitating an encounter with Christ.

In this session, we will discuss evangelization tools. We will highlight Alpha as the most effective tool today. Not only does Alpha help build a leadership pipeline and form a community for intercessory prayer, but it also establishes an environment where *anyone* can come and be invited to encounter Jesus. Together, we will discuss how Alpha can transform lives and the parish. Also, we will discuss how we identify and raise up leaders, who can use their gifts to bring fruitfulness into the Church.

Pre-meeting Prep

- Send a reminder email 24 hours before the first session.
- Review videos and familiarize yourself with Alpha.
- Identify other evangelization tools in case the discussion requires.
- Ensure that the necessary technology is in place (Zoom, camera, audio, internet).

Where should you land at the end of Session Five?

After Session Five the pastor will be able to:

1. Implement basic evangelization tools within the parish.
2. See beyond the running programming to the overall effectiveness of evangelization.
3. Appreciate the impact evangelization has on the overall parish culture.

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Session Five

Review The Pastor as Evangelist
Introduce Empowering the Parish for Evangelization

COHORT #: _____

Opening Segment (20 minutes)

- ☐ Opening comments:
- ☐ Opening Prayer **[invite a priest to lead]**.
- ☐ Permission to record if anyone is absent – For training and to review later.
- ☐ Priest Check-in (take off mute)
  - What you do for down time regularly (day off sort of thing) and what you would do if you had one extra day off each week?
- ☐ Overview of Action Items from sessions 1-4 to bridge the gap before moving on to this week.
  - Any actions or plans from previous earlier sessions that were recently prioritized or executed?
  - Any specific topics or areas of focus we have discussed up to this point that you explicitly intend to revisit? Which ones? When?
  - Any conversations you are having with your leaders around this content and experience that have been useful and fruitful? Can this happen still?
- ☐ **After this session you will be able to:**
  1. Implement basic evangelization tools within the parish.
  2. See beyond the running programming to the overall effectiveness of evangelization.
  3. Appreciate the impact evangelization has on the overall parish culture.

Review *The Pastor as Evangelist* (45 minutes)

- Kickstart Recap Video – Did you watch?
- Modeling Evangelization – Priest sets the pace – normalizing evangelization – model it.
- Assessing Evangelization – APEST and how to understand it as the pastor and your team.
  - ➢ APEST – Apostles, Prophets, Evangelists, Shepherds, Teachers.
- Measuring Evangelization – How to know if you are fruitful/successful – you can measure – and how to adjust and prune – the goal of a leader is fruitfulness.

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Breakout Groups 1 (10 minutes)

Split into pairs. **Remain in large group if fewer than 4 priests.**
See Action Items below to help with this group discussion.

1. Which of the videos did you focus on the most? Why?
2. Takeaways: Affirmations, Challenges, Steps taken, Steps to take next.
3. Discussion starters: What have you done? What have you tried? Where have you seen success already? What can you build upon? Where are you struggling? Where are you stuck? What is urgent and important to get right now?

Follow up questions directed to each of the priests as they offer feedback.

<u>Previous Action Items Review:</u>

- Have your team complete the APEST Assessment.
- Look at your staffing positions, areas of ministry, ministry offerings.
- Plan a homily/homily series around your vision for evangelization.

Introduce *Empowering the Parish for Evangelization* (5 minutes)

- Staying with the third key to parish renewal but how to unleash it into the parish culture.
- Evangelization has to move from the heart of the pastor into the heart of the pews.
- This is about a shift from a programmatic mindset to a cultural identity as an evangelizing parish.
- 3 Videos (Culture of Evangelization, Leaders of Evangelization, Hospitality in Evangelization).

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Breakout Groups 2 (5 minutes)

Split into pairs. **Remain in large group if fewer than 4 priests.**

1. What has your experience been thus far with Alpha or another evangelization tool?
2. How would you describe your level of success and confidence at raising up evangelization leaders to help build your evangelization teams and processes?
3. On a scale of 1-10 (with 10 being excellent) what might your leaders rank your current level of hospitality in your parish? What about a visitor or new parishioner?

Next Steps (5 minutes)

Prioritize – Identify which of the following items need to be your "next steps" in the next two week. Can't do it all, so you'll need to prioritize.
Share your experience with your SLT, another trusted leader; rally support.

Select which action Items to complete in two weeks:

- ☐ New to Alpha: Identify a leader with a heart for evangelization and a contagious personality. Make a plan together to launch Alpha. Don't launch it as just a program but instead as a tool that will change your parish culture. Aim of your evangelization tool:
    - radical hospitality is modeled
    - community is built
    - people are invited into a relationship with Jesus
    - people encounter the Holy Spirit
    - people learn to pray with and for one another
    - a culture of invitation is created and normalized
    - new leaders are identified and raised up.

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Next Steps (continued)

- ☐ Expand Alpha: If you've been doing it for a while and no longer seeing the fruit assess if it has become just another program. Refocused aims of your evangelization tool:
  - build a strategy with your team to expand it (more than setting start and end dates)
  - preach on it – frequently (share guest testimonies)
  - challenge the parish to invite (may take 5 invites to get one yes)
  - create next steps for Alpha alumni that continue to build on their experience in Alpha
  - over-invest in your Alpha team and/or evangelization team
  - work toward a hybrid model...don't stop online
  - get creative (Pub night Alpha, Sushi Alpha, Date Night Alpha, School Alpha, Workplace Alpha, etc.)
  - raise up new leaders AND develop the culture of invitation
  - share testimonies in the parish of lives changed through the Alpha

- ☐ With your leadership team, identify 5 names of FACT people (Faithful, Available, Contagious, Teachable). Edit your list as needed by adding names, removing names, making notes and then start to put leadership roles next to each name. Make a plan for investing in them and inviting them into leadership. Don't forget to support them along the way.

Closing Segment (5 minutes)

- Final comments – draw some conclusions – make some connections.
- What was most useful for you today? **Share if time permits or type it in the chat.**

Email me if something comes up in the next two weeks – I'm your coach and advocate

Closing Prayer

Ask a priest to close.

Final Note: _____

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S4 - Cheat Sheet

Review The Pastor as Evangelist
Introduce Empowering the Parish for Evangelization

COHORT #: _____

Opening Segment (20 minutes)

- ☐ Opening comments:
- ☐ Opening Prayer **[invite a priest to lead]**.
- ☐ Permission to record if anyone is absent – For training and to review later.
- ☐ Priest Check-in (take off mute)
- ☐ Overview of Action Items from previous sessions to bridge the gap before moving on to this week.
- ☐ After this session you will be able to:

Review *The Pastor as Evangelist* (55 minutes):
Modeling Evangelization, Assessing Evangelization, Measuring Evangelization.

Breakout Groups 1 (10 minutes)

1. Which of the videos did you focus on the most? Why?
2. Takeaways: Affirmations, Challenges, Steps taken, Steps to take next.

Follow up questions directed to each of the priests as they offer feedback.

Introduce *Empowering the Parish for Evangelization* (5 minutes)

- Culture of Evangelization, Leaders of Evangelization, Hospitality in Evangelization.
- Staying with the third key to parish renewal but how to unleash it into the parish culture.
- Evangelization has to move from the heart of the pastor into the heart of the pews.

Breakout Groups 2 (5 minutes)

1. What has your experience been thus far with Alpha or another evangelization tool?
2. How would you describe your level of success and confidence in raising leaders?
3. On a scale of 1-10 what might your leaders or visitors rank your current level of hospitality in your parish?

Next Steps – Sending (2 minutes)

- Review the list of action items.
- **Prioritize** – Identify which of the following items need to be your "next steps" in the next two week. Can't do it all, so you'll need to prioritize.
- Share your experience with your SLT, another trusted leader; rally support.

Closing Segment

- Final comments – draw some conclusions – make some connections.
- What was most useful for you today? **Share if time permits or type it in the chat.**
- Email me if something comes up in the next two weeks – I'm your coach and advocate

Closing Prayer

Final Notes

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Session Six

Wrap Up

We have now completed Traction, where we focused on the three keys to parish renewal: the Power of the Holy Spirit; the Best of Leadership; and the Primacy of Evangelization. Parish Renewal is not accomplished by the hard work of one or a select number of individuals. For parishes to thrive and bear fruit, the entire community must be rooted in intercessory prayer, and rely on the Holy Spirit for grace, power, and guidance. And while the entire community is joined in one body – the Church – we recognize that its members must embrace and fill various roles for our churches to flourish and operate as they should. This means that our churches must identify, raise up and equip people for the work of mission in the Church. We must seek the best of leadership, forming leaders who support the Pastor in making key decisions that shape the vision of the church. Finally, it is important that parishes prioritize the work of evangelization, operating as missionaries who form disciples.

We hope that this cohort has inspired Pastors to embrace the three keys and put into practice the recommended action steps. These tools have equipped them to begin to renew their church.

Pre-meeting Prep

- Send a reminder email 24 hours before the first session.
- Review videos and be prepared to discuss options for “next steps”.
- Ensure that the necessary technology is in place (Zoom, camera, audio, internet).

Where should you land at the end of Session Six?

After Session Six the pastor will be able to:

1. Reflect on his progress over the course of Traction.
2. Examine next steps for his parish.
3. Recognize that Divine Renovation is always here to help.

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COHORT #: _____

Opening Segment (25 minutes)

- ☐ Welcome back Fathers!
- ☐ Opening comments:
- ☐ Opening Prayer **[invite a priest to lead]**.
- ☐ Permission to record if anyone is absent – For training and to review later.
- ☐ Priest Check-in (take off mute)
  - Best tip from a seasoned priest/pastor that has served you well in your leadership.
  - Best tip you would offer to a new pastor/parish priest taking over for you.
- ☐ Overview of Action Items from previous sessions to bridge the gap before moving on to this week?
  - Any actions or plans from previous weeks that were recently prioritized or executed?
  - Any specific topics or areas of focus we have discussed up to this point that you explicitly intend to revisit? Which ones? When?
  - Any conversations you are having with your leaders around this content and experience that have been useful and fruitful? Can this happen still?
- ☐ **After this session you will be able to:**
  1. Reflect on your progress over the course of Traction.
  2. Examine next steps for your parish.
  3. Recognize that Divine Renovation is always here to help.

Review *Empowering the Parish for Evangelization* *(40 minutes)*

- Culture of Evangelization – Must be primary to renewal, must be overinvested in and beyond one person's job description – the whole parish must be on board!
- Leaders of Evangelization – Raising up the right kind of leaders is key and how to identify them crucial. FACT is an easy and accessible tool before having to take an assessment.
  - ➢ FACT: Faithful, Available, Contagious, Teachable.
- Hospitality in Evangelization – People will not be theologically aware until they are socially comfortable. Belong – Believe – Behave. Front door experience/environment

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Breakout Groups 1 (10 minutes)

Split into pairs. **Remain in large group if fewer than 4 priests.**

See Action Items below to help with this group discussion.

1. Which of the videos did you focus on the most? Why?
2. Takeaways: Affirmations, Challenges, Steps taken, Steps to take next.
3. Discussion starters: What have you done? What have you tried? Where have you seen success already? What can you build upon? Where are you struggling? Where are you stuck? What is urgent and important to get right now?

Follow up questions directed to each of the priests as they offer feedback.

<u>Previous Action Items Review:</u>

- New to Alpha: Identify a leader with a heart for evangelization
- Expand Alpha or refocused aims of your evangelization tool.
- With your leadership team, identify 5 names of FACT people.

Large Group Sharing (5 minutes)

Share breakout group summaries.

Breakout Groups 2 (10 minutes)

Split into pairs. **Remain in large group if fewer than 4 priests.**

1. Share a Traction success – one that you have prioritized or actioned because of your time in this cohort.
2. Share a next step – What is one area of focus you most need to revisit or review with your team specifically around the 3 keys of renewal (maybe specifically one video).
3. Pray together – for each other, for your leadership, for the renewal of your parish, and for the culture to continue to shift toward a missional identity.

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Closing Segment (7 minutes)

- Final comments - from breakout groups - tie up any loose ends.
- What was most useful from the Traction Series? **Share if time permits or type it in the chat.**

Next Steps – Sending (2 minutes)

A Divine Renovation representative will be in touch in the coming months.

- Accelerate Cohorts (Metrics, 3H's – Hospitality, Homilies, Hymns)
- 1:1 Leadership Coaching
- Bundled Coaching (Defined sessions around defined topics)
- Stay Connected – Events

Feedback Survey

Please fill out the following feedback survey which will help us to improve our programming **[Provide link in the chat]**:
https://divinerenovation.tfaforms.net/4940194

Closing Prayer

Ask a priest to close.

Final Notes

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Review Empowerment Parish for Evangelization

COHORT #: _____

Opening Segment (25 minutes)

- ☐ Opening comments:
- ☐ Opening Prayer **[invite a priest to lead]**.
- ☐ Permission to record if anyone is absent – For training and to review later.
- ☐ Priest Check-in (take off mute)
- ☐ Overview of Action Items from previous sessions to bridge the gap before moving on to this week?
- ☐ After this session you will be able to:

Review *Empowering the Parish for Evangelization* (50 minutes):
Culture of Evangelization, Leaders of Evangelization, Hospitality in Evangelization.

Breakout Groups 1 (10 minutes)

1. Which of the videos did you focus on the most? Why?
2. Takeaways: Affirmations, Challenges, Steps taken, Steps to take next

Follow up questions directed to each of the priests as they offer feedback.

Breakout Groups 2 (10 minutes)

1. Share a Traction success – one that you have prioritized or actioned because of your time in this cohort.
2. Share a next step – What is one area of focus you most need to revisit or review with your team specifically around the 3 keys of renewal (maybe specifically one video).
3. Pray together – for each other, for your leadership, for the renewal of your parish, and for the culture to continue to shift toward a missional identity.

Closing Segment

- Final comments - from breakout groups - tie up any loose ends.
- What was most useful from the Traction Series? **Share if time permits or type it in the chat.**

Next Steps – Sending (2 minutes)

A Divine Renovation representative will be in touch in the coming months.

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- ➢ Bundled Coaching (Defined sessions around defined topics)
- ➢ Stay Connected – Events

Feedback Survey

Please fill out the following feedback survey which will help us to improve our programming
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Closing Prayer