



One Parish Plan: Who do we want to become?

Possible start: Oct-Dec 2025 / Anticipated duration: 6-9 months

Document C1: Overview



After completing the discussions from the first phases, it is time to move to the next phase: “Who do we want to become?” This phase explores opportunities and challenges while ensuring the vision for the parish family is aligned with the mission of the Church. Most importantly, this phase ensures alignment with what *the Holy Spirit is calling us to be*. As such, careful listening to the Holy Spirit will be an important part in determining the future of the parish family.

This document will help facilitate discussions intended to answer the question of “Who do we want to become?” It begins with an overview of the areas for consideration and concludes with proposed forms and procedures for hosting these discussions.

The process is to:

1. **Refamiliarize** the PFAC with the outcomes of the discussion in the “Who are we?” portion of the One Parish Plan work, if necessary.
2. **Hold community consultations** for initial input around the question, “Who do we want to become?” (Be sure everyone is invited.)
3. **PFAC Reviews and synthesizes** the input from the community listening sessions.

4. PFAC creates a **draft parish vision statement based on the synthesis of the community listening sessions**.
5. **PFAC creates proposed initiatives** for fulfilling the vision.
6. Hold **community consultations** to review and respond to the drafted vision statement and initiatives prepared by the PFAC.
7. PFAC **reviews and synthesizes** the input received in the community listening sessions and then drafts a parish vision statement and list of initiatives to submit to the pastor.
8. PFAC reviews feedback from the pastor and produces a final version, endorsed by the pastor, of the finalized **parish vision statement and list of initiatives**.

Encounter, Accompany, Live the Joy of the Gospel

Go, therefore, and make disciples of all nations, baptizing them in the name of the Father, and of the Son, and of the Holy Spirit, teaching them to observe all that I have commanded you. And behold, I am with you always, until the end of the age.
- Matthew 28:19-20

The Archdiocesan Pastoral Plan (2020) describes how we advance the mission of the Church (in Matthew 28) through **encountering** Jesus and one another, **accompanying** one another on the journey of faith, and **living the unconditional love and joy of the Gospel**. It is important that all parish discussions happen within this context.

Encounter

Jesus invites all of us to have a personal relationship with him. Encounter is about entering into this relationship through real, authentic experiences and recognizing his presence in our lives and in others. Some ways that we encounter Jesus and one another are through the Eucharist, prayer, adoration, scripture, charity, small faith-sharing groups, and the sacrament of reconciliation. Given these concrete means of encounter, we must consider who we want to be and how we will create these types of encounters – and encourage parishioners to make use of them.

Accompany

Jesus is always with us, which is a blessing we should recognize and share with others. Discipleship requires that we are ready to accompany others. We must not reserve accompaniment only for those whom we naturally love and instead seek to help all we encounter to grow in their relationship with Christ. By sharing Christ's love, we can help others understand his teaching and invite them into relationship with Jesus. Examples include volunteering with faith formation programs, joining lay ecclesial movements, welcoming new people to the parish, serving those in need, or reaching out to those who have fallen away.

Live the Joy of the Gospel

While our faith is personal, it should not be private. The love and joy we experience in our relationship with Jesus should radiate out to those we meet. We should be prepared to share how Jesus has changed our lives.

We live the Joy of the Gospel when we give witness to the Christian life and deepen our own faith. In other words, we live this joy we have found in the Good News, when we live as missionary disciples.

This happens through faith sharing and loving acts of charity. How does your parish family foster faith sharing and public embodiment of the Gospel message?

Creating a vision and crafting initiatives

Creating an authentic vision statement for the new parish should be a consultative process that explores the following questions:

- **Who is God calling us to become as a new parish? What is our vision?**
- **What new groups of people do we want to focus on or prioritize moving forward?**
Who have we *not* been serving? Who do we serve that we may want to serve differently?
- **What new ministries and/or programs do we want to start, or which current ministries should we expand to fulfill our vision of who we want to become?** Where are opportunities to start something new? What current offerings should be bolstered based on our vision?
- **Are there ministries or programs that are not in alignment with our vision?** What ministries, activities or programs should we consider stopping?

Vision Statement

The vision statement for the new parish should be aspirational and describe who the parish community wants to become in light of the mission of the Church – that is, Matthew 28. This vision statement works to clearly explain where the new parish is going together and should be finalized before creating any initiatives. We all need to know where we *want to go* before we can determine *how we are going to get there*.

While the vision statement will look different at each parish family, it should always orient a community towards the future and reflect on the unique gifts and opportunities present in the parish family (and the larger community). Some examples of parish vision statements from across the country are provided below to spark your imagination:

- *"The spirit of St. Louis King of France is to lift each other up to reach what we are seeking. Confident of Christ's transforming love, nourished by Word and Sacraments, we are compelled to further the Reign of God in our families, our parish, and our community through welcome and outreach to everyone."*
– St. Louis King of France Parish, Metairie, LA
- *"Saint Luke Roman Catholic Church aspires to be a welcoming community of faith where:*
 - a. Parishioners and newcomers feel enlivened, engaged, and spiritually nourished – among a community of friends that is central to their lives;*
 - b. Parishioners and newcomers grow as disciples of Christ who love and serve the Lord, each other, and others in need."*

– St. Luke, McLean, Virginia

Parishes and schools in a parish family likely have mission or vision statements. As part of this process, do not synthesize these parish statements into one single statement, or rewrite school mission or vision statements. Rather, review the existing parish and school statements as a part of writing the vision for your new canonical parish so that they can be considered. Individual parish

mission and vision statements will be retired during this process, but schools will retain their existing mission and vision statements.

Initiatives

The initiatives are concrete plans and proposals to bring the vision to life. These may include starting something new or sunsetting existing programs. In the context of Partners in the Gospel, initiatives will either focus **on re-envisioning or restructuring parish** life.

- Initiatives dedicated to **re-envisioning** parish life will focus on aligning the life of the parish with fostering encounter, accompaniment, and living the joy of the Gospel.
- Initiatives dedicated to **restructuring** will address the physical, financial, and personnel resources of the parish family and how to use them to better achieve the vision of the new parish.

Questions to answer when considering initiatives are:

- Does this initiative help re-envision parish family life, restructure parish life, or both? If it does neither, what could be changed about it to do so? Does the initiative directly address a challenge or opportunity identified in the “Who are we?” sessions?
- Does this initiative have the potential to cause unnecessary challenges as we re-envision or restructure? For example, does this initiative hurt our ability to fund other ministries, or reduce people’s opportunities to encounter Jesus?

As with vision statements, initiatives will be unique to each parish. They will depend on the unique gifts and needs of the community. Here are some ideas for the types of initiatives parishes might consider:

- We will start a young adult ministry aimed at community college students offering regular social and worship gatherings.
- We will renovate the larger of our two food banks and combine operations there, offering services Monday-Saturday.
- We will develop a family catechesis program at each of our sites and connect children and families taking part in this program with children and families in our schools.

The initiatives identified will vary greatly in both ministry areas and scope based on local needs. The focus for these should be at a *high level* so the community may determine what might be worth tackling. Do not focus on step-by-step workplans yet. If the parish family is considering combining food banks, the needs and core people supporting this work should be identified, but the full workplan or cost estimates are not needed yet. That work will come as part of “How do we get there?”

Additionally, you will be asked to review any major initiatives or existing plans as part of this process. Previously proposed initiatives should be reconsidered as part of this planning process, with the needs of the new parish at the forefront. This may mean sunsetting previous or existing individual parish initiatives that no longer fit into the context of the new family.

Upon completing the parish vision and initiatives, reflect on how they align with the “Who are we?” and “Who do we want to become?” work.

Initiative timing

Most initiatives will have start dates beyond the completion of the One Parish Plan. However, there are some initiatives that may begin sooner. Due to unique circumstances or opportunities, initiatives can be started before the One Parish Plan is completed to address emergent challenges or opportunities, or to complete a body of work that was underway when the parish family formed. If any of these initiatives exist, make sure to capture what they are and to acknowledge their impact on the restructuring and re-envisioning of the parish family.

Ending ministries as part of re-envisioning

When we think about what God is calling us to, we should also think about what God is calling us to leave behind. Ending one ministry does not mean that it “failed” – but as in our personal lives, God sometimes asks us to choose between goods. It may also be the case that the need this ministry was created to fulfill has shifted over time – maybe the language community being served is no longer present in large numbers in the parish boundaries, or the age demographics of the community have shifted substantially over decades. Like Simon, Andrew, James, and John, God may be calling us to “leave our nets” and follow him into a new ministry.

While doing this allows us to more effectively serve God, these endings also represent a loss for people - especially those who have been serving their ministries for years. If a ministry is to end, please make sure to explain the reason transparently to the ministers and the whole parish family. Additionally, be sure to walk with those impacted. Transparency around the adjustment and accompaniment for those impacted by the change are essential to make sure this change is transformed into something new. If someone’s ministry ends, make sure they have the space to grieve this loss, but are also invited to *use their gifts in new ways*. There is no shortage of work to do in serving the mission, and we do not want to lose someone because their ministry ended.

How to have these discussions

After identifying resources and the types of questions that should be asked, it is time to begin holding parish family discussions around strategic pastoral planning. It is important that the community is aware of the work that is coming, as well as how their input will play a part.

The forms on the following pages will help facilitate these discussions. Since each community is unique, these discussions will differ based on the language, geography, personnel and local resource realities. These forms are designed as a simple guide to help the parish family determine the best format for these discussions.

The work of creating a parish vision and proposed initiatives will take great intentionality and prayerful work by the PFAC and PFLT. Please be sure the work is done in the proper order and at an appropriate pace. Do not try to fit these discussions into a single session or create a fully fleshed out work plan before you’ve had the chance to draft and revise your vision, and then initiatives. The work to draft and revise the vision and proposed initiatives *now* will lay the foundation for creating the work plan as part of the next phase: “How do we get there?”

Completion of the identified forms is a required part of the One Parish Planning Process.

Timing, steps, and tools

Possible start: Oct-Dec 2025 | Anticipated duration: 6-9 month

1. Refamiliarize the PFAC with the outcomes of the "Who are we?" work.
2. Hold "Who do we want to become?" community listening session(s).
(Hosts: PFAC/PFLT or pastoral leader | Audience: Parishioners | See Docs. C2A - C3B)
3. Hold a series of PFAC meetings to complete the "Who do we want to become?" PFAC exercises that will help draft a vision statement and proposed initiatives.
(Hosts: PFAC/PFLT members | Audience: PFAC members | See Docs. C4A - C4C)
4. Hold the "Drafted vision and initiatives review" community listening session(s).
(Hosts: PFAC/PFLT or pastoral leader | Audience: Parishioners | See Docs. C5 - C5E)
5. Complete the "Parish Family Advisory Council Input Review 2 + Vision / Initiative Revision" PFAC session.
(Hosts: PFAC/PFLT members | Audience: PFAC members | See Doc. C6)

Document C2A: “Who do we want to become”?

Listening Session Overview & Event Guide

Event Hosts: PFAC/PFLT or pastoral leader | Event Audience: Parishioners

Overview

When planning a future focused on the Church’s mission, it is crucial that the wider parish family community is engaged in answering the question of *who we want to become*. Because of this, start with one or more community-level listening sessions to engage the community. Ensure the Parish Family Advisory Council has ample time to prepare these discussions and turn the input received into actionable plans. (Learn about hosting prayerful listening sessions in [this video](#).)

Preparing for synodal listening

Start by reviewing what was discovered during the “Who are we?” work done previously as a foundation to frame the conversations around the listening sessions. The PFAC should pay special attention to information about the demographics within the parish and within the parish’s boundaries, and the list of current and past ministry offerings.

For the community synodal listening session(s)

Before this event, provide a report on the previous discussions by the community around the question of “Who are we?” as well as prompts for what will be discussed at the sessions. Ask the community to pray over these and come prepared to participate in the community discernment process. It is important for the community to be grounded in prayer with an understanding of who we are today before they begin the work of discerning who God is calling us to be. The vision is that this is a prayerful discernment – with conversation happening in small groups.

Book these listening sessions on the public events calendar and promote them widely – through Mass announcements, bulletins, digital newsletters, etc. Each parish should designate several people – staff or volunteers (such as people who facilitated the synod process in the parish) to help facilitate these sessions. If more help is needed, please reach out to the parish family liaison for assistance. The most effective size for small groups is between 5-8 people (not counting the moderator and/or notetaker) for facilitating conversation with sufficient listening and sharing from all in a prayerful manner.

For the PFAC sessions

Following each of the community synodal sessions, gather the PFAC to review the listening input. Provide each member with copies of this input and ask them to pray about what they heard. Hold a PFAC discussion about the community input, sharing what each member heard, and how their previous work combined with the input from the community can inform the planning work. This PFAC session should generate a synthesis of the input to reflect back the voice of the community and for everyone to use when creating a vision statement and initiatives. Additionally, if the pastor, PFAC, and/or PFLT needs additional support or training around any of the work being done, please contact your parish liaison for personalized assistance.

Setting Up

Every parish in the parish family should host at least one input session, ensuring the individual sessions include a wide array of people who represent the community. Depending on the parish, multiple sessions may be necessary – especially if there are different language needs. This could be done through individual sessions at each parish or in collective listening sessions at the parish family level, depending on staff and capacity.

Event Flow

This in-person listening session should last about two and a half hours. Be sure that each group designates a notetaker who can fill out the input form. (Recording the notes directly on a laptop is preferred. Hand-written notes are acceptable if that is not possible, but more difficult to work with in the future.) It is not necessary for groups to seek consensus – rather, each participant’s voice should be captured. A recommended flow for the session is as follows:

Opening Prayer – 10 minutes

Begin with time for prayer and reflection, inviting the Holy Spirit to be part of this process.

Process Overview – 10 minutes

- The event host should start by reviewing the key findings from the “Who are we?” sessions and answer basic questions that arise.
- Following this, the hosts will provide an overview of the listening process, explaining the rounds, how the listening works and how feedback will be recorded.
- Hosts will invite people to break into small groups, ensuring each group has a notetaker to capture the feedback and input.
- The facilitator in each group will guide the synodal listening model process.

There are three main rounds of listening.

- In the first round, each person will take an equal turn to share their thoughts.
- There is no discussion or response in this round; all participants simply listen deeply to what each person has to say.
- A time of silence follows, as each person pays attention to how the Holy Spirit is moving within them, the people speaking, and the group.
- Each person is invited to briefly share what stood out for them in the first round. This pattern is repeated with a second and third round of listening.

Questions – 10 minutes

The event host then provides an overview of the questions, why those questions are being asked, how the PFAC is working in this area and how the input from this session will guide future planning.

Small Group Listening and Discussion – ~90 minutes

Please be sure to make space for everyone to share their thoughts, while also keeping an eye on the time. Start with very brief introductions, pose the first question, and then invite people to a few moments of silence before sharing begins.

Round One - 20 minutes

Each person shares once with equal time for each participant.

Who is God calling us to become as a new parish? What is our vision?

Round One Summing Up -3-5 minutes

Each person shares once – this could be one word or one sentence.

What did I hear? What is one theme that stood out from the listening?

Short Break -5 minutes

The facilitator should read the next prompt and ask people to reflect on and pray over it during the break. Inform them of the time that the next round of listening will begin.

Round Two - 20 minutes

Each person shares once with equal time for each participant.

What new groups of people do we want to focus on or prioritize moving forward? Who have we not been serving?

Round Two Summing Up - 3-5 minutes

Each person shares once. This could be one word or one sentence.

What did I hear? What is one main theme that is staying with me from listening to what people shared?

Pause for Prayer - 3 minutes

The facilitator should read the next prompt and allow three minutes for everyone to consider and pray over it before sharing.

Round Three - 20 minutes

Each person shares once with equal time for each participant.

What new ministries and/or programs do we want to start, or what existing ministries should we expand to fulfill our vision of who we want to become? What existing ministries may God be calling us reconsider or leave behind? Is there anything we should stop doing or say "no" to so that we may say "yes" to new ministries?

Round Three Summing Up -3-5 minutes

Each person shares once. This could be one word or one sentence.

What did I hear? What is one main theme that is staying with me from listening to what people had to share?

Free Conversation in Small Groups -10 minutes

Facilitator opens by inviting any feedback that people would like to share.

Concluding Prayer - 10 minutes

Bring everyone back together in a large group. Conclude with prayer. Ensure notetakers turn in their physical or digital notes to a PFAC member before leaving. For examples of how to open and close a consultative session prayerfully, consult the Archdiocese of Seattle's ["Prayer and the Synodal Process: a guide for synod coordinators" document](#).

Document C2B: “Who do we want to become?” Community Listening Session Notetaker Sheet

Parish/Family: _____ Date: _____

Notes from the Group:

Round 1: Who is God calling us to become as a new parish? What is our vision?

Round 1: Summing up: What themes did we hear in Round 1?

Round 2: What new groups of people do we want to focus on or prioritize moving forward? Who have we not been serving?

Round 2: Summing up: What themes did we hear in Round 2?

Round 3: What new ministries and/or programs do we want to start, or what existing ministries should we expand to fulfill our vision of who we want to become? What existing ministries may God be calling us reconsider or leave behind? Is there anything we should stop doing or say "no" to so that we may say "yes" to new ministries?

Round 3: Summing up: What themes did we hear in Round 3?

What additional thoughts and feedback did the group provide?

Document C2C: “Who do we want to become”? Community listening and discussion – Table Facilitator’s Guide

Estimated Time: ~90 minutes

Please be sure to make space for everyone to share their thoughts, while also keeping an eye on the time. Start with very brief introductions, pose the first question, and then invite people to take a few moments of silence before sharing begins.

Round One - 20 minutes

Each person shares once with equal time for each participant.

Who is God calling us to become as a new parish? What is our vision?

Round One Summing Up 3-5 minutes

Each person shares once. This could be one word or one sentence.

What did I hear? What is one main theme that is staying with me from listening to what people had to share?

Short break -5 minutes

Read the next prompt and allow a short break to reflect and stretch.

Round Two - 20 minutes

Each person shares once with equal time for each participant.

Who have we not been serving? What new groups of people do we want to focus on or prioritize moving forward?

Round Two Summing Up 3-5 minutes

Each person shares once. This could be one word or one sentence.

What did I hear? What is one theme that is staying with me from what people shared?

Pause for Prayer - 3 minutes

Read the next prompt and ask the group to briefly pray over it.

Round Three - 20 minutes

Each person shares once, with equal time for each participant.

What new ministries and/or programs do we want to start, or what existing ministries should we expand to fulfill our vision of who we want to become? What existing ministries may God be calling us reconsider or leave behind? Is there anything we should stop doing or say “no” to so that we may say “yes” to new ministries?

Round Three Summing Up - 3-5 minutes

Each person shares once – this could be one word or one sentence.

What did I hear? What is one theme staying with me from what people shared?

Free Conversation in Small Groups - at least 10 minutes or remaining time

Facilitator closes by inviting feedback.

Document C2D: “Who do we want to become?”

Small group listening - Participant’s guide

Process reminders

- We are working together to re-envision our parish family and how we want to be one community moving forward. So, your voice is important.
- This listening session a “safe place” where people should feel free to share openly. Please be sure to maintain confidentiality.
- During this session, each person shares in turn. There is no back-and-forth, no responding, no agreement or disagreement. We listen without responding.
- The facilitator will keep time as needed.
- At the end of each round, we’ll be invited to share what we heard in the round.
- Even if someone “says what you were going to say,” go ahead and share from your own perspective.
- There will be time for free conversation at the end of the small group session.

Round One

Who is God calling us to become as a new parish? What is our vision?

Round Two

What new groups of people do we want to focus on or prioritize moving forward? Who have we not been serving?

Round Three

What new ministries and/or programs do we want to start, or what existing ministries should we expand to fulfill our vision of who we want to become? What existing ministries may God be calling us reconsider or leave behind? Is there anything we should stop doing or say “no” to so that we may say “yes” to new ministries?

Document C3: Parish Family Input Review + Synthesis

Review Intro + Sample

Event Hosts: PFAC/PFLT members | Event Audience: PFAC members

Once the community listening is complete, ensure every piece of input is read by at least two people to identify themes and suggestions. These themes and suggestions will be compiled into a synthesis document to share with the whole parish family. Here is a reading and synthesis process to assist with taking what was recorded and turning it into something useful for the pastor in his discernment, for the PFAC in their work moving forward, and for the community in gaining a better understanding of the sentiments shared at large. This process exists in three parts:

1. Have **multiple readers** review each input form. Readers may work in pairs or small groups. At least 2 people should read each piece of input.
2. The **duo/group** generates one document of themes based on what they read.
3. **One** writer creates a synthesis based on the themes sheet(s) created by the readers.

For the process of reading and identifying themes, the following format may be helpful. This format was used to review 2,000+ pages of input received during the consultation on parish family configurations in Fall 2023 and was very effective:

1. When reading the notes ask: What stands out to you? **Highlight** key passages in one color. The goal here is to find general themes and trends across the sessions.
2. Use a different color to **highlight** specific suggestions or insights that would be helpful for the pastor of PFAC to know. If possible, highlight specific quotes that were recorded, which may be helpful for the synthesis document.
3. Review the notes for *all* the listening sessions that were held. What themes emerged? Did people share a particular set of hopes or concerns? Jot these down.
4. After reading all the notes from a parish family, have a brief conversation with the other reader. Discuss what each noticed and as well as the most important hopes/concerns/quotations to share with the pastor, PFAC, and community. Collect these on the provided review sheet for use in creating the synthesis.
5. Keep in mind the synthesis writer needs to be able to read and understand the assessment. Ideally this person would write the synthesis by pulling directly from the notes, without re-doing them.

Document C3A: Parish Family Input Review 1 + Synthesis Review Sheet for PFAC members

Reviewers: _____ Synthesis Author: _____
Parish Family: _____ Parishes Represented in Report: _____

**Themes related to the question, "Who is God calling us to become as a new parish?
What is our vision?"**

- 1.
- 2.
- 3.
- 4.
- 5.

**Themes noted related to the question, "What new groups of people do we want to
focus on or prioritize moving forward? Who have we not been serving?"**

- 1.
- 2.
- 3.
- 4.
- 5.

**Themes noted related to the questions, "What new ministries and/or programs do we
want to start, or what existing ministries should we expand to fulfill our vision of who
we want to become? What existing ministries may God be calling us reconsider or
leave behind? Is there anything we should stop doing or say "no" to so that we may
say "yes" to new ministries?**

- 1.
- 2.
- 3.
- 4.
- 5.

Key quotes/suggestions worth noting in synthesis:

- 1.
- 2.
- 3.
- 4.
- 5.

Document C3B: Parish Family Input + Synthesis

Intro + Sample + Sheet for PFAC members

Required Document

(Completion and submission of a parish family input synthesis for each consultative event is a required part of the One Parish Planning Process.)

Intro/How to Write the Synthesis:

One synthesis will be created to capture the parish family input from the listening session. This synthesis is intended to be brief - in general, no more than 250 words. Feel free to go longer if the feedback is complex for a given parish family.

Write one paragraph about each question discussed in the listening session. When there is wide divergence in the input, indicate which parish said what (but do not identify the individual speaker). For example:

"We should spend more time and effort on building out youth ministry" (St. Cyprian).

"I worry our homebound parishioners may be ignored if we only focus on youth" (St. Hilda).

Make sure to use direct quotations where possible. It may be useful to include a paragraph just sharing key quotes or other notes.

Sample Synthesis

When discussing issues in their area and how to respond, parishioners in Family 75 expressed several concerns around the lack of language-based services that reflect the diverse communities they serve. This was especially true as it relates to day-to-day office support, with one parish noting the "danger that people will go to another (non-Catholic) church if they can't find someone to answer their questions here." There were also concerns about the general health and well-being of our priests and the need to be careful about new ministries and expanding services not leading to more stress on a pastor.

Parishioners reported hopes around the potential for increased participation in outreach ministries that will come from having more members and more resources: "We can use other people's talents if we can get them together. This is one way of getting different parishes together," "Everyone has different capabilities and may be able to do some things we were unable to do before . . . Infusing more cultures and ideas together." The biggest through-line of hope within all three parishes revolved around the ability to build more community than is possible in an isolated parish.

Additional notes/suggestions:

- St. Cyprian parishioners specifically recommended starting a family-level foodbank at their site to serve as one part of the ministry to those in need in the area.*
- St. Hilda parishioners noted that they used to offer a phone tree ministry for the homebound but had to stop due to a lack of volunteers. Explicit hopes were expressed that the family could start up something similar moving forward.*
- St. Hilda parishioners shared that their St. Francis ministry to care for the earth is similar to St. Cyprian's Laudato Si ministry and suggested merging together.*
- St. Cyprian parishioners reflected that their community dinners are no longer feeding local people in need now that a larger food bank opened nearby. They recommended ending this ministry.*

Parish Family Input Review + Synthesis

Synthesis Sheet for PFAC members

Reviewers: _____

Synthesis Author: _____

Parish Family: _____

Parishes Represented in Reports: _____

Write your synthesis here.

Document C4A: Parish Family Advisory Council

Vision Drafting — Preparation

Event Hosts: PFAC/PFLT members | Event Audience: PFAC members

Proposed Process

Before gathering for a PFAC discussion around the parish vision, ask each member to answer the questions below. Specifically, each member should pray over the feedback and begin thinking about how to respond to desires expressed during the listening session. These questions will be used as the foundation for the PFAC's vision drafting discussion.

Questions

1. When looking at our previous discussion and the report from our community listening session(s), what stands out as the things the parish family does particularly well? Where does our community see us thriving in the way we encounter, accompany, and live the Gospel?
2. (Question for parish families with schools) What is the school's mission statement and how does that fit into the overall input from the listening sessions? How does the ministry of the school(s) impact the emerging *parish vision* of who we want to become?
3. What major themes, values and specific suggestions did you find in the feedback that should inform our parish **vision**? Who do we hear God calling us to be? Think of specific phrases or charisms.

Event Hosts: PFAC/PFLT members | Event Audience: PFAC members

(Completion and submission of a first draft parish family vision statement is a required part of the One Parish Planning Process.)

Ask each member to bring their prepared answers to the questions below for group discussion. Take time as a group sharing individual responses and then prepare group responses to each question. Use the answers to these questions alongside the answers from the "Who are we?" work, the notes from the "Who do we want to become?" public input sessions, and any relevant parish data to guide the following discussion.

Begin with a group discussion of individuals' responses to the background questions and collect notes about this discussion as group responses.

1. When looking at our previous discussion and the report from our community listening session(s), what stands out as the things the parish family does particularly well? Where does our community see us thriving as we encounter, accompany, and live the Gospel?
2. (Question for parish families with schools) What is the school's mission statement and how does that fit into the overall input from the listening sessions?

3. What major themes, values and specific suggestions did you find in the feedback that should inform for our parish **vision**? Who do we hear God calling us to be? Think of specific phrases or charisms.

Drafting a Vision Statement

4. If any parishes in your family have existing mission/vision statements, list them below:
 - 1.
 - 2.
 - 3.
 - 4.
 - 5.
5. With these in mind, write a short (*3 sentences or less*) **vision** statement for the family. This is just a draft, so it does not need to be perfect. Try to capture the spirit of the community responses. Write your statement in such a way that it makes it clear how your vision aims to support the evangelizing mission of the Archdiocese of Seattle, rooted in Matthew 28, with the vision of encounter, accompaniment, and living the joy of the Gospel.

Document C4C: Parish Family Advisory Council

Proposed Initiative Drafting

Event Hosts: PFAC/PFLT members | Event Audience: PFAC members

Required Document

(Completion and submission of a first draft of proposed parish family initiatives is a required part of the One Parish Planning Process.)

Proposed Process

Now that you have a drafted vision, it is time to determine potential initiatives that will help your parish to fulfill this vision. This discussion should happen *after* a drafted vision statement is prepared, and we recommend allowing a separate meeting to afford sufficient time for the initiative preparation discussion. As with your drafted vision, the proposed initiatives are just a *draft* – they do not represent the final plans that your parish family will enact. You will have a chance to revise this vision after receiving feedback from the community, and full plans for enacting these initiatives will be developed during *How do we get there?*

For the PFAC discussion, review the answers from the “Who are we?” work, the notes from the “Who do we want to become?” public input sessions, the notes from the vision drafting discussion, and the questions below.

Questions

1. List the drafted vision statement prepared at your previous meetings below. Use this as your guide when preparing proposed initiatives.
2. Based on the feedback received during listening sessions, who could we **serve better** as part of our vision? Think of specific needs or communities that were called out directly.
3. What feedback and ideas emerged about **ministries and programs** that we could start or expand to help fulfill our vision?

4. What ministries or services are we offering today that **do not** align with our vision or the needs identified in this discussion? Think about ministries that are either not serving the actual community or take significant resources or effort away from other ministries or services.

5. If there are existing strategic/pastoral plans in your parish family, review those and list any major initiatives below:

A.

B.

C.

6. Based on the discussion, identify 5-10 specific initiatives for the new parish that will bring the vision to life. These may be a continuation or expansion of current work, creation of something new, or ending something that no longer serves the community. Be sure they align with the mission to encounter, accompany and live the joy of the Gospel. These do not need to be in-depth plans, but high-level proposals. Examples could include "our family will start a Spanish-language young adult ministry" or "we will combine our two food banks at one location." Additionally, take some time to consider who they key (current or future) leaders of this work might be.

a. Initiative: _____

How does this initiative help re-envision and/or restructure parish life? _____

Who will likely take the lead on this work? _____

b. Initiative: _____

How does this initiative help re-envision and/or restructure parish life? _____

Who will likely take the lead on this work? _____

c. Initiative: _____

How does this initiative help re-envision and/or restructure parish life? _____

Who will likely take the lead on this work? _____

- d. Initiative: _____

How does this initiative help re-envision and/or restructure parish life? _____

Who will likely take the lead on this work? _____

- e. Initiative: _____

How does this initiative help re-envision and/or restructure parish life? _____

Who will likely take the lead on this work? _____

- f. Initiative: _____

How does this initiative help re-envision and/or restructure parish life? _____

Who will likely take the lead on this work? _____

- g. Initiative: _____

How does this initiative help re-envision and/or restructure parish life? _____

Who will likely take the lead on this work? _____

- h. Initiative: _____

How does this initiative help re-envision and/or restructure parish life? _____

Who will likely take the lead on this work? _____

- i. Initiative: _____

How does this initiative help re-envision and/or restructure parish life? _____

Who will likely take the lead on this work? _____

- j. Initiative: _____

How does this initiative help re-envision and/or restructure parish life? _____

Who will likely take the lead on this work? _____

Document C5A: Vision/Initiative Review Listening

Session Overview & Event Guide

Event Hosts: PFAC/PFLT or pastoral leader | Event Audience: Parishioners

Overview

Hold a parish family listening session to review the drafted vision and initiatives. Before this event, provide the previous discussion overview and the proposed vision statement and initiatives. Ask the community to pray and come prepared to share their thoughts.

Through these listening sessions, people will have an opportunity to provide direct input on the potential vision and initiatives for the parish. The vision is that this is a prayerful discernment with conversation happening in small groups.

Setting Up

Every parish family should host at least one session, and depending on the parish family, more may be necessary – especially if there are different language needs. This could be done through individual sessions at each parish or in collective listening sessions at the parish family level. Please be sure to promote these sessions widely – through Mass announcements, event calendars, bulletins, digital newsletters, etc. Each parish family should train several people on how to facilitate these sessions. If more help is needed, please reach out to your parish family liaison for assistance. The most effective small groups are between 5-8 people (not counting the moderator or notetaker) for facilitating conversation in a way that allows sufficient sharing from all in a prayerful manner.

Event Flow

This in-person gathering should last about two and a half hours. Please be sure that each group designates a note taker to fill out the input form. (Recording the notes directly on a laptop is preferred but hand-written notes are acceptable. It is not necessary for the group to seek consensus – rather, what is more important is that each participant's voice is heard and captured. A recommended flow for the session is as follows:

Opening Prayer – 10 minutes

Begin with prayer and reflection, inviting the Holy Spirit to be part of this process.

Process Overview – 5 minutes

The parish leadership provides an overview of the listening process, explaining the rounds, how the listening works and how feedback will be recorded. Once this is outlined, please send people to small groups, ensuring each group has a note taker to capture the feedback and input.

The facilitator in each group will then guide the synodal listening, which is three rounds of listening. In the first round, each person will take an equal turn sharing their thoughts. There is no discussion or response in this round; all participants simply listen deeply to what each person has to say. A time of silence follows, as each person pays attention to the Holy Spirit, the people speaking, and the group as a whole. Each person is invited to share very briefly what stood out for them from the first round. This pattern is repeated with a second and third round of listening.

Questions We're Asking - 10 minutes

The parish leadership then provides an overview of the questions, why those questions are being asked, the way the PFAC has been working in this area and how the input from this session will help guide future planning.

Small Group Listening and Discussion ~60 minutes (for entire listening process)

Please be sure to make space for everyone to share their thoughts, while also keeping an eye on the time. Start with very brief introductions, pose the first question, and then invite people to a few moments of silence before sharing begins.

Round One - 20 minutes

Each person shares once, with equal time for each participant.

What hopes or concerns does the drafted family vision statement raise in you? Is there something you find inspiring or you think is missing?

Round One Summing Up - 3-5 minutes

Each person shares once - this could be one word or one sentence.

What did I hear? What is one theme that stands out from what people shared?

Short Break - 5 minutes

Read the next prompt. Ask them to reflect and pray about it during the break. Inform them of the time that the next round of listening will begin.

Round Two - 20 minutes

Each person shares once, with equal time for each participant.

What hopes or concerns do the drafted initiatives raise for you? Is there something you find inspiring or you think is missing from the list?

Round Two Summing Up -3-5 minutes

Each person shares once.

What did I hear? What is one theme that stands out from what people shared?

Free Conversation in Small Groups -10 minutes

Invite people to provide any feedback they would like to share.

Concluding Prayer - 10 minutes

Bring everyone back together for a concluding prayer. Be sure the notetakers turn in their notes before leaving. For examples of how to open and close a consultative session prayerfully, consult the Archdiocese of Seattle's ["Prayer and the Synodal Process: a guide for synod coordinators" document](#).

Document C5B: Vision/Initiative Review Community listening - Notetaker Sheet

Parish/Family: _____ Date: _____

Notes from the Group:

Round 1: What hopes or concerns does the drafted family vision statement raise for you? Is there something you find inspiring or you think is missing?

Round 1 Summing Up: What themes did we hear in Round 1?

Round 2: What hopes or concerns do the drafted initiatives raise for you? Is there something you find inspiring or that you think is missing from the list?

Round 2 Summing Up: What themes did we hear in Round 2?

What additional thoughts and feedback did the group provide?

Document C5C: Vision/Initiative Review Community

Vision and Initiative Review - Table Facilitator's Guide

Estimated time: ~60 minutes

Please be sure to make space for everyone to share their thoughts, while also keeping an eye on the time. Start with very brief introductions, pose the first question, and then invite people to a few moments of silence before sharing begins.

Round One (20 minutes) - Each person shares once, with equal time for each participant.

What hopes or concerns does the drafted family vision statement raise for you? Is there something you find inspiring or you think is missing?

Round One Summing Up (3-5 minutes) - Each person shares once - this could be one word or one sentence.

What did I hear? What is one theme that stood out for me what people shared?

Short Break (5 minutes) - Read the next prompt and allow a short break to reflect and stretch.

Round Two (20 minutes) - each person shares once, with equal time for each participant.

What hopes or concerns do the drafted initiatives raise in you? Is there something in particular that you find inspiring or that you think is missing from the list?

Round Two Summing Up (3-5 minutes) - each person shares once - this could be one word or one sentence.

What did I hear? What is one theme that stood out for me what people shared?

Free Conversation in Small Groups (remaining time - at least 10 minutes)

Invite people to share any feedback based on the conversation. Prompt the group by asking what changes they would suggest.

Vision/Initiative Review Community Listening

Participant's Guide (Document C5E)

Process reminders

- We are working together to re-envision our parish family, and how we want to be one community moving forward. So, your voice is important.
- The listening session is a "safe place" where people feel free to share openly. Please be sure to maintain confidentiality.
- During this listening session, each person shares in turn. There is no back-and-forth, no responding, no agreement or disagreement. We simply listen without responding.
- The facilitator will keep time as needed.
- At the end of each round, we'll be invited to share what we heard in the round.
- Even if someone "says what you were going to say," go ahead and share from your own perspective.
- There will be time for free conversation at the end of the small group session.

Round One

What hopes or concerns does the drafted family vision statement raise for you? Is there something you find inspiring or you think is missing?

Round Two

What hopes or concerns do the drafted initiatives raise for you? Is there something you find inspiring or you think is missing from the list?

Document C6: Parish Family Advisory Council Input Review 2 + Vision / Initiative Revision

Event Hosts: PFAC/PFLT members | Event Audience: PFAC members

Required Document

(Completion and submission of a revised parish family vision and proposed initiatives (with evidence of community consultation) is a required part of the One Parish Planning Process.)

Proposed Process

Before gathering for a PFAC discussion, ask each member to review the input received from the Vision/Initiative Review community consultative event. The group will use these to collectively determine needed changes to the parish vision statement and proposed initiatives. This work can be done over multiple sessions if needed to afford sufficient time for finalizing the vision and initiatives. The high-level discussion and any updates should be shared back with the community in place of a listening session synthesis report.

Questions

1. What **hopes** surfaced related to the vision for the new parish? Think of specific phrases or charisms that were called out directly.
2. What **suggestions** or **concerns** surfaced related to the **vision** for the new parish? Think of specific phrases or charisms that were called out directly.
3. What **hopes** surfaced related to the proposed **initiatives**? Think of specific phrases or charisms that were called out directly.

4. What **suggestions** or **concerns** surfaced related to the proposed **initiatives**? Think of specific phrases or charisms that were called out directly.

5. Write an updated version of your parish **vision**. (This could also be handled by a small subgroup outside this PFAC meeting.) Ensure the vision statement is updated to reflect the community's feedback, knowing that it is not possible to incorporate everyone's input. This updated vision statement should be no more than 3 sentences.

6. Provide a finalized list of existing programs/ministries that do not align with the new vision statement for the parish. After identifying the program/ministry, explain why it does not align with the new vision and whether it should be ended or adapted.

7. Using the table on the next page, write an updated list of new initiatives, making sure that you update it in a way that responds to specific concerns raised by the community. It is not expected that everyone's concerns are possible to address in this revised statement, but an effort should be made to align this statement with what you are hearing through the Holy Spirit in the hopes and concerns of your community. These are the initiatives for which resource needs and cost estimates will be developed as part of "How do we get there?"

| Proposed Initiative | How does this initiative help us to fulfill our vision? | What communities does this initiative serve? | What challenges/opportunities identified by the parish family does this address? | Who will lead this work? |
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