

Department of Youth & Young Adult Ministry
Action Plan 2010-2012

Goal / Objectives	Timeline	Person Responsible	Progress / Next Steps As of 8/1/11
AREA 1: DIRECT YOUTH MINISTRY PROGRAMS			
1.1 Incorporate diverse spiritualities into department events <ol style="list-style-type: none"> a. Invite a team of knowledgeable ministry leaders to provide ideas and guidance for prayer, worship and spirituality aspects of Diocesan Youth Convention b. Examine feasibility of providing opportunities for various forms of prayer at the Convention 	Begin implementation February 2011	Greg Coogan	<ul style="list-style-type: none"> • Spirituality Team for Convention implemented Oct.-Dec. 2010 • Added Holy Hour and breakout on Adoration to Convention • Plan to convene Spirituality Team in fall 2011; involve in Convention “makeover”
1.2 Evaluate and restructure Diocesan Youth Board <ol style="list-style-type: none"> a. Examine time commitment (number and length of meetings) b. Evaluate purpose and consider alternative structures c. Consider methods of including adult ministry leaders d. Plan for integration with department advisory council 	Initial plan by January 2011; implementation May 2011	Jennifer Belock	<ul style="list-style-type: none"> • In progress; changed meeting schedule for 2011-2012 • Next steps: determine how to involve add'l adult leadership • Evaluate in December 2011
1.3 Evaluate and consider revision of retreat ministry, including Retreat Ministry Training, office-sponsored day-long retreats, parish-sponsored peer ministry retreats, and Diocesan Youth Retreat Team <ol style="list-style-type: none"> a. Convene a retreat ministry task force to evaluate retreat programs b. Provide recommendations to staff regarding future efforts 	Begin in March 2012	Jennifer Belock	<ul style="list-style-type: none"> • Plan to convene retreat facilitators in March 2012 for discussion
1.4 Expand ministry offerings for Junior High/Middle School students <ol style="list-style-type: none"> a. Convene Junior High Ministry Task Force to develop a plan and assist with event implementation b. Consider changing the target population for Lights for the World to junior high 	Begin in June 2011	Jennifer Belock	<ul style="list-style-type: none"> • Junior High Retreat (March) revised to include service learning • Next steps: Planning for event in spring 2012
1.5 Examine feasibility of changing dates of Young Christians at Work <ol style="list-style-type: none"> a. Discuss options with program director, team, and facility b. Survey past participants, youth ministry leaders and pastors about alternative dates 	Decision by December 2010	Jennifer Belock	<ul style="list-style-type: none"> • Complete; decision to not change dates after consultation with constituents

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1.6 Discontinue selling discount tickets to Buffalo Bisons' games a. Negotiate a diocesan group sales rate to offer to parishes b. Connect parish youth & young adult ministry groups to other Catholic organizations sponsoring outings to games	May 2011	Heather Wolcott	<ul style="list-style-type: none"> • Complete
1.7 Explore alternative strategies to fund the department program Scholarship Fund a. Discontinue Midsummer Charity Ball b. Enhance fundraising capacity of Bishop McNulty Award Dinner Dance (e.g. basket raffle, etc.) c. Explore options of creating an endowment to fund program scholarships	Begin in September 2010	Heather Wolcott/ Kathy Goller	<ul style="list-style-type: none"> • Basket Raffle held fall 2011; raised \$1,100 • Need to develop fundraising strategy for current fiscal year to provide add'l \$3,500 • Midsummer Charity Ball discontinued due to low attendance • Needs discussions with Development office and "Friends of Fr. Gary" regarding future fundraising efforts
1.8 Expand involvement of parish leaders in planning/implementation of programs a. Continue to grow base of parish leaders who assist in planning and implementation of Diocesan Youth Convention b. Create teams of parish leaders who work with staff to plan and implement Lights for the World and Bishop McNulty Dinner Dance	Begin in September 2010	Kathy Goller	<ul style="list-style-type: none"> • Increased adult planning team for Convention; added new members, esp. young adults • Invite people to help plan a possible Junior High event • Invite people to help plan the new awards event
1.9 Design follow-up strategies for programs a. Increase direct follow-up with youth who have attended Christian Leadership Institute and Young Christians at Work b. Design follow-up strategies for parish leaders to use back home with youth who have attended the Diocesan Youth Convention and Lights for the World	Begin in September 2010	Jennifer Belock	<ul style="list-style-type: none"> • Not begun
1.10 Design more effective on-site evaluation tools for Lights for the World and Diocesan Youth Convention a. Solicit more data about the type of youth served at each program b. Solicit more input about the effectiveness of each program	Begin in September 2010 (Complete)	Heather Wolcott / Kathy Goller	<ul style="list-style-type: none"> • Surveyed all Lights participants onsite • Surveyed all Convention participants onsite • Surveyed Convention group leaders electronically • Surveyed Convention non-attenders electronically

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			<ul style="list-style-type: none"> • All feedback very helpful for decision making regarding programming
NEW ACTION ITEMS – ADDED JUNE 2011			
1.11 Explore ways to de-centralize Young Christians at Work; encourage parishes, clusters, vicariates to sponsor the same/similar program	Begin planning in Fall 2011	Jen Belock	<ul style="list-style-type: none"> • Begin conversations with parish leaders who may be interested in sponsoring
1.12 Redesign the Convention schedule	Began in May 2011	Kathy Goller	<ul style="list-style-type: none"> • Solicited feedback • Convened a planning team of diverse constituents; work continues
1.13 Design new Fall Awards Event which highlights and celebrates youth ministry and recognizes youth and adults	Planning summer 2011; Implementation Fall of 2011	Jen Belock	<ul style="list-style-type: none"> • Convening committee to help revise awards • Design Event • Design Awards
AREA 2: YOUNG ADULT MINISTRY			
2.1 Initiate a Junior Advisors track at Diocesan Youth Convention (include in convention makeover)	February 2011	Greg Coogan / Young Adult Ministry Coordinator	<ul style="list-style-type: none"> • Complete. Track implemented successfully utilizing YA leaders • Next steps: consider including this population when revising Convention
2.2 Partner with parishes piloting young adult ministry initiatives to assist in program publicity; e.g. “Holy Spirits” in Lockport; Catholic Underground in Tonawanda; Lenten Retreat with St. Joseph University, Buffalo and “Re”	Begin in September 2010	Greg Coogan / Young Adult Ministry Coordinator	<ul style="list-style-type: none"> • Support given to [re], Lenten retreat (St. Joseph University), and Catholic Underground (St. Francis of Assisi, Tonawanda)
2.3 Develop initiatives that assist young adults, parishes, and college campuses with the Parish-Campus-Parish transitions a. Sponsor “Off to College” event for high school seniors/graduates b. Help parishes design and host open houses for college seniors	Begin in October 2010	Greg Coogan / Young Adult Ministry Coordinator	<ul style="list-style-type: none"> • Held Campus-to-Parish Dialogue in Oct. 2010 • Next steps: follow up with dialogue participants
2.4 Develop leadership formation opportunities for young adults a. Catholic Leadership Training (for 18-22 year olds) b. Strengths Finder workshops in parishes c. Networking opportunities for young professionals d. Leadership workshops	Begin in September 2010	Greg Coogan / Young Adult Ministry Coordinator	<ul style="list-style-type: none"> • Developed Play to Your Strengths workshop; piloted in a few locations • Next steps: continue to invite groups (parishes, campus ministries, CAP) to host a workshop

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e. In collaboration with Lifelong Faith Formation, examine feasibility of re-starting iServe program – formation and ministry discernment for 20- and 30-somethings			
2.5 Develop spiritual growth opportunities for young adults a. Fall hiking retreat b. Evening of reflection c. Winter retreat with social (skiing, tubing) option d. School Teachers' Retreat	Begin in September 2010	Greg Coogan / Young Adult Ministry Coordinator	<ul style="list-style-type: none"> • Implemented fall hiking retreat • Implemented Teachers' Retreat • Working on Lenten Charis Retreat • Initiated partnership relationship with Charis Ministries
NEW ACTION ITEMS – ADDED JUNE 2011			
2.6 Continue the spirit of the Millennial Milestones Project by sharing emerging best practices with the diocese and encouraging further outreach with young adults	Begin in summer 2011	Greg Coogan / Young Adult Ministry Coordinator	<ul style="list-style-type: none"> • Share emerging best practices through multiple communication channels • Follow up with project parishes to help them continue their work and expand their projects • Contact new parishes and encourage them to utilize the emerging best practices to initiate outreach to young adults
2.6 Be involved with Pathways to Parish Vitality project and support parishes that choose to focus on young adults	Began in March 2011	Young Adult Ministry Coordinator	<ul style="list-style-type: none"> • Follow up with parishes that express interest in engaging young adults
AREA 3: CAMP TURNER			
3.1 Work with NYS officials to construct a Director's Cabin or Infirmary on premises	Begin in October 2011	John Mann	<ul style="list-style-type: none"> • Initiate conversation with Park Administrator
3.2 Work with NYS officials to construct an Opera House on premises	Begin in October 2011	John Mann	<ul style="list-style-type: none"> • Initiate conversation with Park Administrator
3.3 Add climbing wall to the premises and high ropes elements to the camp program	Est. completion spring 2013	John Mann	<ul style="list-style-type: none"> • In progress; need to secure reliable vendor
3.4 Explore the feasibility of adding a Family Camp program to schedule	Begin in October 2010	John Mann	<ul style="list-style-type: none"> • Complete: Our site works well for family reunions where groups rent the buildings and have one family unit in each of our 11 available spaces. It is not economically viable to host a full

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			family camp with food and programming with only 11 units available.
3.5 Develop cross-promotional marketing efforts a. Promote junior high ministry activities to campers and former campers b. Promote camp to students attending junior high ministry activities	Begin in October 2010	John Mann	<ul style="list-style-type: none"> • In progress • Staff to explore viability of hosting junior high event at Camp Turner
3.6 Replace staff beds, tables in dining hall, mattresses, etc.	Begin in October 2010	John Mann	<ul style="list-style-type: none"> • In progress
3.7 Replace exterior lighting	Begin in October 2010	John Mann	<ul style="list-style-type: none"> • Complete.
3.8 Revise awards programs for summer camping program	Begin in October 2010	John Mann	<ul style="list-style-type: none"> • Not yet begun.
3.9 Create program manual for summer camping program	Begin in October 2010	John Mann	<ul style="list-style-type: none"> • Began revising Safety Manual from which the outline for Program Manual will be excerpted.
<i>NEW ACTION ITEMS – ADDED JUNE 2011</i>			
3.10 Increase energy efficiency at Camp by installing solar panels, a new boiler and additional insulation in the dining hall	Begin October 2011	John Mann	
AREA 4: FORMATION & TRAINING FOR LEADERS			
4.1 Increase opportunities for leadership skills training for adult ministry leaders a. Intentionally invite youth and young adult ministry leaders to participate in leadership training opportunities sponsored by other agencies, esp. diocesan offices and institutions (e.g. Christ the King Seminary leadership skills course, workshops from Office of Parish Life, etc.) b. Integrate leadership skills training into Youth Ministry Leadership Training Program	Begin in September 2010	Kathy Goller	<ul style="list-style-type: none"> • Next steps: revise Level II sessions with practical leadership skills in mind
4.2 Promote continuing education options in theology and pastoral ministry to adult ministry leaders a. Continue partnership with and promotion of Christ the	Begin in September 2010	Kathy Goller	<ul style="list-style-type: none"> • Not started yet

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King Seminary b. Explore partnerships with local colleges and universities c. Research training and formation options from national institutions			
4.3 Partner with outlying parishes and vicariates to sponsor Level I and II of Youth Ministry Leadership Training Program	September 2010	Kathy Goller	<ul style="list-style-type: none"> • Level I complete in Allegany county • Next steps: seek host(s) for fall 2011 and spring 2012
4.4 Expand the Ministry Leaders section of the department web site a. Include listing and links to training and formation opportunities b. Include examples of best practices for youth and young adult ministry	December 2010	Jennifer Belock	<ul style="list-style-type: none"> • Not started yet • Will also use e-newsletter as vehicle for sharing best practices
4.5 Design and pilot a mentoring program for new youth ministers	Begin in April 2011	Jennifer Belock	<ul style="list-style-type: none"> • In progress
4.6 Explore feasibility of distance learning methods to increase accessibility of training opportunities (e.g. webinars, DVDs, online courses, etc.)	Begin in March 2011	Kathy Goller	<ul style="list-style-type: none"> • In conversation with CKS regarding distance learning • Next steps: explore potential of Articulate software
4.7 Establish a fund to provide financial assistance to adult ministry leaders seeking training and formation	September 2011	Kathy Goller	<ul style="list-style-type: none"> • Not started yet; need to initiate conversation with new director of development
AREA 5: CONSULTATION SERVICES			
5.1 Develop consultation process and compile materials and resources for consultations in the following areas: a. How to create youth-friendly communities/parishes b. How to create young adult friendly communities/parishes c. Starting/developing parish youth ministry d. Starting/developing parish young adult ministry e. Integrating youth ministry with adolescent catechesis f. Hiring / Selecting a youth/young adult ministry leader g. Special situations (pastoral care, emergencies or disasters) h. Implementing Diocesan policies	Complete by: June 2011 Sept. 2010 May 2011 Nov. 2010 Dec. 2010 May 2011 August 2011 Dec. 2010	Jennifer Belock Greg Coogan Jennifer Belock Greg Coogan Kathy Goller Kathy Goller Jennifer Belock Kathy Goller	In process Complete In process Outline complete In process In process In process In process
5.2 Develop marketing of consultation services a. Design web and print materials to publicize consultation	Begin in April 2011	Kathy Goller	Not started yet

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services b. Regularly inform pastors and lay parish leaders about the availability of consultation services c. Intentionally check in with targeted parishes and invite leaders to engage in consultation services			
5.3 Design plan for evaluation and follow up to consultations	Complete by Dec. 2010	Kathy Goller	Not started yet
5.4 Initiate “Strong Catholic Families: Strong Catholic Youth” process in the diocese in collaboration with Lifelong Faith Formation, Catholic Schools and other diocesan partners	Begin October 2010	Kathy Goller	Initiative launched; parent session scheduling transferred to C. Hanley Next steps: follow up with interested parishes
AREA 6: PARISH SUPPORT			
6.1 Increase on-site presence to parish ministries by developing plan for staff to visit 16 parish activities each year	Begin in September 2011	Kathy Goller	Visits begun; needs more attention
6.2 Build stronger alliances with communities of diverse cultures a. Continue collaboration with Office of Multicultural Diversity b. Engage urban parishes in planning for Da’ Bounce and other urban outreach c. Engage parish partners in presenting the annual multicultural retreat d. Visit parishes with diverse cultural communities	Ongoing	Greg Coogan	<ul style="list-style-type: none"> • Da Bounce event held Oct. 2010 • Next steps: follow up with participating parishes to determine future needs
6.3 Provide guidance and resources to enhance parish ministries with youth and young adults a. Post timely web site links to current resources for special situations (national or global tragedies, media issues, etc.) b. Feature a parish ministry idea in each monthly e-newsletter c. Develop and expand Resources and Links pages on web site	Begin September 2010	Jennifer Belock	
6.4 Design follow up strategies for programs a. Increase direct follow up with youth who have attended Christian Leadership Institute and Young Christians at Work b. Design follow up strategies for parish leaders to use back home with youth who have attended the Diocesan Youth	Begin in September 2010	Jennifer Belock	

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Convention and Lights for the World			
6.5 Develop promotional tools for parishes to use to promote diocesan events (e.g. flyers for parish use; sample announcements for parish bulletins, texts, and Facebook; promotional video for Diocesan Youth Convention, etc.)	Begin in September 2010	Jennifer Belock	<ul style="list-style-type: none"> • Convention video completed and sent to every parish
6.6 Assist parishes with publicity for their own youth and young adult ministry events	Begin in September 2010	Heather Wolcott	Ongoing
AREA 7: INTERNAL PROCESSES			
7.1 Re-brand the department, including revising mission statement, developing logo, and identifying primary constituents (parish leaders) clearly	Begin in September 2010	Greg Coogan	<ul style="list-style-type: none"> • Work began in fall 2010; paused for revision, staff changes (in Communications) and Convention • Further work in April 2011 on department focus, values and constituents • Will resume after new YAMC hired
7.2 Create department advisory council including youth, young adult and adult representation	Begin in September 2010	Kathy Goller	Not started yet
7.3 Explore database management options to streamline internal operations	Begin in March 2011	Diane Ruminski	<ul style="list-style-type: none"> • Begun and in progress
7.4 Create and implement department plan for regular communication to ministry leaders, pastors, and diocesan colleagues, including but not limited to: a. Annual report b. Monthly e-newsletter c. Facebook	September 2010	Kathy Goller	<ul style="list-style-type: none"> • Annual report sent Sept. 2010 • Monthly e-newsletters sent each month since Sept. • Regular Facebook updates since July • Next steps: Regular updates to Pastors; annual report for 2010-2011
7.5 Create prayer support network for department and departmental activities	November 2010	Heather Wolcott	In progress; team created. Will be expanded
7.6 Track the parishes served by the department and use data to plan intentional outreach to under-served parishes and vicariates	May 2011	Kathy Goller	<ul style="list-style-type: none"> • Tracking continues • Next steps: begin planning based on data
7.7 Evaluate implementation of strategic action plan and develop process for future planning	March 2011	Kathy Goller	<ul style="list-style-type: none"> • Completed progress updates as of 2/28/11 and 6/1/11, resulting in revised plan for 2011-2012