

St. Mary's Catholic Youth Ministry

The following guidelines were developed by St. Mary Parish Pastoral Council with council member Frank Remski taking the lead and with input from all PPC members. At the May 2, 2007 PPC meeting it was agreed that we would proceed with planning a youth group, to begin Fall 2007, utilizing these guidelines.

1 Mission Statement

<pending>

2 CYM Objectives

The members of St. Mary's Parish Pastoral Council, by request of our Pastor Reverend Fr. Timothy D. Krzyzaniak, are considering establishment of a Catholic Youth Ministry to address the following objectives:

- Provide a High School level program of Catechetical study of the Roman Catholic Church.
- Introduce Catholic Apologetics, Stewardship, and Personal Responsibility to develop and strengthen the youth's commitment to the Catholic Church.
- Serve those in need and support St. Mary's Parish by performing Charitable Works of Service.
- Strengthen the faith of the Parish youth through Prayer, Devotion, and Participation in the Sacraments of the Catholic Church.

These objectives for St. Mary's Catholic Youth Ministry are offered as the bridge between primary, childhood catechesis and full participation in the other Parish Ministries, for early Vocational Discernment, and to faithfully support the Mission of St. Mary's Parish.

3 Structure and Governance

St. Mary's Catholic Youth Ministry shall be established under the following organizational structure and governance practices. This structure represents the formal authority that shall be respected in all matters concerning the establishment, maintenance, and operation of the Youth Ministry.

3.1 Organization Structure

Ministerial Principal: Pastor, St. Mary's

The Pastor of St. Mary's Parish shall have principal and unlimited authority to establish, disband, approve, deny, and guide St. Mary's Catholic Youth Ministry in all matters.

Ministry Program Management: St. Mary's Parish Pastoral Council

Ministry Program Management shall have the responsibility of forming, monitoring, and guiding St. Mary's CYM to maximize its value to our Parish and its members. The PPC shall also review the CYM Program at least twice annually thru Mitzvah Reports provided by the CYM Advisory Committee.

CYM Advisory Committee: 3-5 Volunteer Parish members (invited/approved by the Pastor or his designee)

The CYM Advisory Committee shall primarily be responsible for establishing an annual CYM Program for review by the Ministry Program Management and approval by the Pastor. This Advisory Committee shall also support the ongoing operation of the CYM by assisting the CYM Leader in execution of the annual Program plan.

3.2 CYM Program Plan

St. Mary's Catholic Youth Ministry shall use an approved annual Program plan as its yearly charter. The CYM Advisory Committee shall be responsible for preparing this plan and submitting it to the PPC for review and approval by our Pastor. The Advisory Committee is urged to involve the CYM Leader and Youth Council as chief contributors to the annual Program plan. This is vital to the success of the CYM.

The annual Program plan shall provide sufficient detail of the activities, materials, motivation, and financial requirements of each event to demonstrate its consistency with the approved CYM Objectives. Joint activities by the CYM in support of St. Mary's other Ministries and Parish events shall be exempt from this annual Program plan requirement, however, it is recommended to include reference to these activities in the annual Program plan to provide a comprehensive view.

3.3 Organizational Changes

The Organizational structure and governance of St. Mary's Catholic Youth Ministry shall only be changed with the explicit approval of the Pastor as ministerial principal. Change recommendations shall be submitted in writing to and reviewed by the PPC prior to being submitted to the Pastor for approval.

4 Financial Considerations

4.1 Appropriate use of Funds

St. Mary's Catholic Youth Ministry funds shall be used for three specific purposes:

1. To directly support activities and events in the approved annual Program plan
2. To provide a membership package (contents of which to be approved by the Pastor)
3. In stewardship, to support St. Mary's Parish general fund as a percentage of funds raised; determined annually by the Youth Council with approval by the Pastor.

4.2 Fund Raising

All fund raising events shall be included in the annual Program plan. Appropriate fund raising activities shall be consistent with the approved CYM Objectives and be managed and staffed by the CYM members under the CYM Leader's direction. Fund raising events should be motivated by a specific charitable work of service and include in-depth Catechetical study to support the collection and use of funds.

4.3 Accounting

The Youth Council shall track and report on all funds raised and disbursed by the CYM. This function shall be performed in parallel with St. Mary's current accounting practices.

4.4 Disbursement of Funds

Disbursement of funds collected by St. Mary's CYM shall be done in accordance with St. Mary's current Parish financial practices. Any CYM funds remaining at the end of the year shall be donated to St. Mary's general fund.

5 CYM Positions & Terms

5.1 CYM Advisory Committee

Participation in the CYM Advisory Committee is done on a voluntary basis for a recommended term of three years. Committee members shall be invited by the Pastor or PPC and approved by the Pastor.

The CYM Advisory Committee shall have 3-5 members. Members should expect to spend 8-12 hours developing the annual Program plan and 1-2 hours per month in support of CYM activities.

5.2 CYM Leader

The primary role of the CYM Leader shall be in administration and execution of the approved CYM annual Program plan. This will include making appropriate logistical arrangements for events, soliciting additional support/participation for specific event activities, managing a roster of CYM members, and coordinating actual events involving the CYM.

5.3 Youth Council

St. Mary's Catholic Youth Ministry shall annually form a Youth Council from its members to assist with the management and operation of the CYM.

The Youth Council shall:

- Provide input to the annual Program Plan
- Determine the annual percentage of funds to be contributed to St. Mary's general fund
- Provide accounting and reporting on use of funds
- Identify worthy acts of charitable service for the CYM in the name of St. Mary's Parish
- Coordinate support with St. Mary's other Parish Ministries.
- Support Compliance with the CYM Code of Conduct.

6 Membership Rules

6.1 Eligibility

St. Mary's Catholic Youth Ministry shall be open to all members of the Parish who meet the membership age considerations. Membership shall include a materials package to assist with Catechetical study and solidarity. Members are expected to participate in or support CYM activities on at least a monthly basis. Failure to provide monthly service will not result in ineligibility from future participation.

6.2 Membership Age Considerations

The target age group for membership in St. Mary's CYM shall be 13-18 years old. This shall be enforced on a casual basis with consideration for exemptions given on an individual case basis.

7 Organizational By-Laws

7.1 Code of Conduct

All Members and participants in St. Mary's Catholic Youth Ministry are expected to show mutual respect in all matters.

Pope John Paul II said at World Youth Day 1993 in Denver: "Christ needs laborers ready to work in his vineyards. May you, the Catholic young people of the world, not fail him. In your hands, carry the cross of Christ. On your lips, the words of life. In your hearts, the saving grace of the Lord." (August 15, 1993)

These thoughts will be used to remind CYM members of the expectations for mutual respect in their conduct under all situations.

7.2 Open Meetings

St. Mary's Catholic Youth Ministry meetings shall be open for observation by all members of St. Mary's Parish. Parents and families of members are especially invited to attend any gathering of the CYM to support our Parish.