

Saint Mary Parish

Franklin, Massachusetts



Parish Pastoral Plan

June 2017

## *Saint Mary Parish*

*One Church Square  
Franklin MA 02038 USA  
508-528-0020*

[bmanning@stmarysfranklin.org](mailto:bmanning@stmarysfranklin.org)

May 25, 2017

Cardinal Sean O'Malley  
Office of the Archbishop  
The Pastoral Center  
66 Brooks Drive  
Braintree MA 02148

Your Eminence:

The Parish of Saint Mary Franklin has embraced with faith and hope the sacred task that you offered to us as we have read, reflected upon your dream and hopes for our parish in your Pastoral Plan "Disciples in Mission." We entered into a prayerful study and discernment of who we are as a faith community so that we could achieve the goals of "strengthening our Parish for the Work of the New Evangelization" and also "strengthening the work of New Evangelization in our Parish." For two years, our ministerial, pastoral, professional and lay volunteer leadership have been engaged in this process of seeking to develop a plan and strategy that will allow us to grow in grace, wisdom and knowledge so that this plan that we offer for our sister and brother disciples at Saint Mary's will be an instrument of divine grace in all of our lives.

Each time that we gathered to study, share, or learn we invoked our God to "send forth your Holy Spirit into my heart that I may ... ." We know that this work was to be the graced work of God and that His Spirit would help us "to speak with piety, holiness, tenderness and mercy." Indeed the Spirit did "teach, guide and direct (our) thoughts and sense from beginning to end." This special prayer of Saint Anthony of Padua was the beginning and source of divine help at every meeting and discussion. We rooted ourselves in prayer and then sought to engage in learning formally and informally and then began the actual process of writing our plan which reflects the hopes and dreams of people of faith. Our Plan Team, which is reflective of our entire parish community gave countless hours to prayer, inquiry, research, study, discussion and consultation to write this Plan.

We submit this Plan for Saint Mary's in a spirit of faith, hope and joy.

Respectfully yours,

*Reverend Brian Manning*

Reverend Brian Manning  
Pastor and for the Writing team



Saint Mary Parish  
Collaborative Plan Writing Committee

*Prayer before each gathering of the Writing Committee*

O God, send forth your Holy Spirit into my heart that I may perceive, into my mind that I may remember, and into my soul that I may meditate. Inspire me to speak with piety, holiness, tenderness and mercy. Teach, guide and direct my thoughts and senses from beginning to end. May your grace ever help and correct me, and may I be strengthened now with wisdom from on high, for the sake of your infinite mercy. Amen.

Saint Anthony of Padua



## **Vision Statement**

*(The realization of the implementation of our parish pastoral plan.)*

Saint Mary Parish is a Christ-centered welcoming community. We live and share our Catholic faith with current, returning and new parishioners, with greater joy and ever-growing participation in all aspects of sacramental parish life, service, stewardship, and vibrant faith formation programs.

## **Purpose Statement**

*(Our reason for existence, our significance, and the critical role our parish plays.)*

As a welcoming and compassionate community of Christians, we seek to express our love of God by caring for our neighbors through community leadership, service, and stewardship, growing in Catholic faith, and inspiring and inviting others to journey with us.

## **Value Statements**

*(How we, as a parish family, will decide, communicate, and behave.)*

### **Evangelization**

*We will bravely step out in word and by example to joyfully express our Catholic faith throughout our daily lives at home, at work, in our parish community, and in our greater community.*

- We will use our Faith to be the hands of Jesus to our neighbors.
- We will utilize various communication methods when spreading the Good News.
- We will invite others to worship with us.

### **Faith**

*We, as children of God, will strive to deepen our personal relationship with Jesus Christ, to know and experience Christ's unconditional love for us, and to share His Love with others.*

- We will frequently attend Mass and celebrate through meaningful and uplifting liturgies.
- We will participate in the sacramental life of the Church.
- We will offer, support and encourage participation in Faith Formation programs for all ages.



## **Caring**

*We will respect the dignity of each person, as Christ does, and compassionately accept all members of our parish by welcoming them in a non-judgmental way, wherever they are on their journey.*

- We will extend particular love and care to the fragile and the struggling.
- We will share our gifts and talents to build a community of love where everyone experiences being a valued member of the Parish family.

## **Preparation for Realization of Pastoral Plan Priorities**

### Over-arching Management Structure in support of the Pastoral Plan

Upon approval of the Parish Pastoral Plan, the Pastor will establish a Pastoral Plan Implementation Committee no later than autumn 2017. The purpose of the Pastoral Plan Implementation Committee is to support the Pastor with the realization of the three Pastoral Plan Priorities and to provide an organizational structure that will contribute to the fidelity and integrity of the plan, as well as its role in support of New Evangelization. The Pastor will appoint the Committee Chair. Subsequent Committee members will be appointed by the Pastor, in consultation with the Chair.

As work on the Pastoral Plan progresses, the Pastor, with input from the Chair of the Pastoral Plan Implementation Committee, will appoint the Goal-Specific Teams that will guide the strategic steps associated with goal implementation that will culminate in the realization of each priority. All Goal Teams will include representation from Saint Mary Parish religious and lay leadership, Parish Council, Finance Council, and other parish members with special skill sets of value to the accomplishment of the goal at hand.



## **Priority One: Vocations**

“You did not choose me, but I chose you.”

John 15:16

**SMART Goal:** Provide 2-3 vocation awareness activities annually for parishioners by June 30, 2020.

- The Pastor, with input from the Pastoral Plan Implementation Committee, will appoint a Vocation Awareness Team by January 2018, to research, develop and implement knowledge about and in support of vocations.
- The Vocation Awareness Team will:
  - ◇ Meet with parish religious and lay leadership, Parish Council, and others to inventory and memorialize existing parish-facilitated vocation awareness initiatives by June 2018.
    - ◆ No cost
  - ◇ Reach out to former parishioners who are priests, in an effort to learn the role Saint Mary parish family played in the discernment of their vocation by June 2018. The feedback from the participating priests will inform future vocation activities.
    - ◆ Supported by the Pastor
    - ◆ No cost
  - ◇ Meet with a priest from the Vocations Office, Archdiocese of Boston, to seek advice on available resources and recommended programs. The information received will inform the Parish activities proposed by the Vocation Awareness Team.
  - ◇ Create a web presence for vocation information on the Saint Mary Parish website by June 2018.
    - ◆ Information and support from the Website Committee
    - ◆ Minimal or no cost



- ◇ Establish a monthly plan to include a prayer for vocations within the Prayers of the Faithful by October 2018
  - ◆ Assistance from Pastor
  - ◆ Assistance from Office Staff
  - ◆ No cost
  
- ◇ Vocation Crucifix – Bring heightened awareness to the Vocation Crucifix and its associated monthly prayer commitment through remarks in the weekly bulletin, articles in *The Weave*, and inclusion on the web site by January 2019.
  - ◆ Support from Legion of Mary
  - ◆ Assistance from Pastor
  - ◆ Assistance from Office Staff
  - ◆ No cost
  
- ◇ Offer at least one annual presentation on vocations to the diocesan priesthood. First presentation to be held no later than December 1, 2018.
  - ◆ Assistance from Pastor
  - ◆ Assistance from Parochial Vicar
  - ◆ A speaker who will share his vocation discernment and journey
  - ◆ Cost - \$100 per event – reception following presentation
  
- ◇ Work with Our Lady of Hope Prayer Group to include prayers for vocations among the weekly intentions.
  - ◆ Our Lady of Hope Pray Group Leadership
  - ◆ No cost
  
- ◇ At the end of the three-year plan, the Vocation Awareness Team will review what worked well and what could work better. They will share their findings with the Pastor. This information will be used to guide future vocation awareness efforts.



## **Priority Two: Welcoming Environment**

“Come to me, all you who labor and are burdened, and I will give you rest.”

Matthew 11:28

The Welcoming Environment provided through universal access will be attained through the construction of an interior elevator and handicap accessible restroom facilities.

**Smart Goal:** To welcome more people to worship and participate in community life through the provision of universal access to Saint Mary's Church that will result in 60 retained, new or returning parishioners by June 30, 2020.

- The Pastor and the Business Manager will become familiar with the *Policies and Procedures for Construction, Renovation, and Maintenance Efforts, for the Archdiocese of Boston*. They will work with the Archdiocese of Boston Facilities Management Department to make certain all procedures and guidelines are followed throughout the project.
- The Pastor will communicate with the appropriate Archdiocesan Departments (Facilities/Real Estate, Development and Chancellor) to involve their expertise and experience to proceed according to Roman Catholic Archdiocese of Boston (RCAB) policies, protocols and procedures by September 15, 2017.
- The Pastor will meet with the Parish Council to review and approve the goal by October 15, 2017.
- The Pastor and the Business Manager will meet with the Finance Council to discuss the financial feasibility of this goal. Preliminary cost estimate is \$800,000.00.
- If approved, the Pastor will hire a fundraiser by October 15, 2017, who will advise and conduct the capital campaign to achieve the goal.
- The Pastor, in consultation with the Chair of the Implementation Committee and the Business Manager, will select the Building Committee by November 1, 2017.
- The Pastor through the RCAB will select an architect by November 15, 2017.





- The project architect will meet with the Parish religious leadership and parishioners to listen to their comments regarding universal access by February 15, 2018. There will be one or two large meetings with an estimated cost of \$200.00. Additionally, parishioners will be able to share their comments via the parish website and/or email.
- The project architect will conduct a physical feasibility study by April 15, 2018, which will result in the best workable options. Each option will include the strengths and weaknesses of the design.
- The Pastor, by August 31, 2018, having consulted with the pastoral and professional staff and parishioners, and with the approval of the Parish Pastoral and Finance Councils will:
  - ◊ Select the construction option to provide universal access.
  - ◊ Authorize the development of a capital campaign.
- The Pastor will take other steps necessary to realize the provision of universal access to Saint Mary Church and its facilities by April 30, 2019, including but not limited to:
  - ◊ Seeking bids for construction.
  - ◊ Monitoring construction.
  - ◊ Other related tasks associated with the implementation and accomplishment of the construction project.
- The Pastor, Pastoral and Professional Staff, Pastoral and Finance Councils, Building Committee, and members of the Saint Mary Parish family will reach out to affected populations to share the news of universal access and to invite them to worship at Saint Mary Parish.



### **Priority Three: Faith Formation**

“But grow in grace and in the knowledge of our Lord and savior Jesus Christ”

2 Peter 3:18

**Smart Goal:** Enroll at least 70 unique parishioners in a new, online adult faith formation program by June 30, 2020.

- The Pastor, with recommendations from the Pastoral Plan Implementation Committee, will appoint a Faith Formation Team, including an individual knowledgeable in information technology, no later than February 28, 2018.
- The Faith Formation Team will meet with religious and lay leaders of current faith formation programs to assess ongoing faith formation efforts within the parish and survey their desired contents of online faith formation program no later than April 30, 2018.
- The Faith Formation Team will research and evaluate online faith formation programs, and consider their compatibility with our current technology platform (i.e. our parish website) no later than September 30, 2018.
  - ◊ Business Manager
  - ◊ Technology
  - ◊ Web Site Committee
- The Faith Formation Team will rank the available online faith formation programs and share their final program recommendations with the Pastor no later than November 30, 2018.
- With the recommendation of the Pastoral/Ministerial Staff and the Finance Council, the Pastor will make the final decision no later than December 31, 2018.
- The Pastor, along with the Business Manager, will contract the online program vendor no later than January 31, 2019.
  - ◊ The annual cost is estimated to be less than \$5,000.



- The Pastor will appoint the staff person who will implement, manage, and monitor the program no later than February 28, 2019.
- The Faith Formation Team will publicize the online faith formation program and encourage enrollment, no later than May 31, 2019.
  - ◊ Web Site Committee
  - ◊ Office Staff
- As part of publicity outreach, the Faith Formation Team will conduct information sessions to explain the online faith formation program and to generate interest in this initiative.
  - ◊ Cost: \$50 for coffee and water
- In concert with publicity outreach, the Faith Formation Team will research, develop, and implement annual activities/gatherings that support online learners and connect them, in a more immediate and personal way, to the Saint Mary Parish family and their Catholic faith.
  - ◊ Pastoral Council
  - ◊ Parish staff
  - ◊ Online participants (to be identified)
  - ◊ Cost: \$500 – materials, food
- The Pastor, the Faith Formation Team, and the designated staff person will solicit feedback from the online faith formation program participants no later than September 30, 2019.
  - ◊ Business Manager
  - ◊ Web Site Committee
  - ◊ Office Staff
- If it is found that not enough parishioners provided feedback, the Faith Formation Team will have a second phase of publicity requesting feedback no later than November 30, 2019.
  - ◊ Business Manager
  - ◊ Web Site Committee
  - ◊ Office staff



- The Pastor, the Ministerial/Pastoral Staff, the Faith Formation Team, and the designated staff person will have a final round review session to assess the usage of the online faith formation program, and its strengths and challenges no later than March 31, 2020. They will use this information to inform next steps associated with Faith Formation.

