

Program Description: Youth Mass Monthly

Audience: Parish at Large

Objectives: To have teens actively participate in planning and executing Mass celebration.

Timeline: Start in August to ask priests to participate by sending out letter w first Sunday dates Oct – May. Each Mass should start planning and rehearsing at least two weeks before to make song sheets, assign jobs, etc.

Location: Mass and practices are in church. Must reserve church for Mass and practices

Leadership Jobs: Recruit enough teens for tasks
Make sure music ministers have music chosen and words printed
1 week before Mass call priest to remind of his commitment and put in check request for \$75 for priest to receive that night.
Have 2 adults to help and be link to Mrs.A

Resources and Equipment Needed:

Microphone, amplifier, Altar Minister, Church reservation, Instruments

Publicity Plan: Weekly Bulletin, Ed meeting announcements, Brown Envelope for School, Other Parishes Bulletins

Budget: \$75, 1 ream of paper

Permission and Registration: NA

Evaluation Procedures: NA

Tasks:

1. Have teens sign up for jobs at education meeting **month before.**
Lector, Commentator, Ushers (4), Greeter/Offertory(3), Music Team
2. Open church at 4pm for 5:30 Mass for Ministers to practice
3. Readers should arrive ½ hour before to practice, check mics, etc
4. Greeters should arrive 20-30 minutes before Mass to remain as greeters at back door until Mass is about to start. Greeters will return to back of church when offertory collection starts
5. Music sheets should be at back of church on central table and collected at the end of Mass.
6. Leadership teens should assist altar minister in ensuring church is picked up and secured at end of Mass

Notes: Mrs. A or altar minister should open church doors at 4pm.
Contact Mrs. A prior to Mass to determine who will meet music ministry team

Event Evaluation

Please briefly on the following areas of your program

Was the Event Description of Tasks clear?

Attending Event

What were your final costs? (\$ and time)

Amount collected in fees or items

Program overall

Notes for next year planning