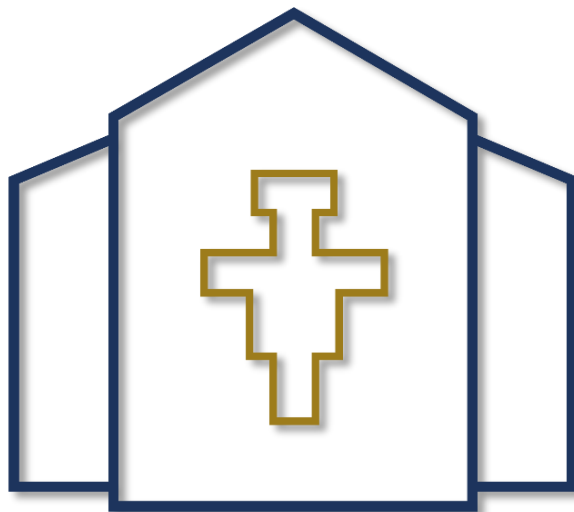


Origin Volunteer Handbook 2023-2024



ORIGIN FAMILY

St. Francis of Assisi Catholic Church
8000 Eldorado Parkway
Frisco, TX 75033
972-712-2645

Origin Vision

Our goal is to provide opportunities for families and youth to encounter and respond to the grace and mercy given to become a community of disciples.

Origin Family Faith Formation

Welcome to the Origin Family Faith Formation program! We are very grateful you have chosen to serve our church by accompanying our parish families and youth's spiritual development and formation of faith. This handbook contains pertinent information needed for the Faith Formation year.

If you have any questions regarding information in this handbook, please contact any member of the Origin Family Faith Formation Team, we welcome your input.

Faith Formation Staff

Rachel Hansen	Family Faith Formation Manager - English	rhansen@stfoafrisco.org
Blanca Balderas	Family Faith Formation Manager - Bilingual	bbalderas@stfoafrisco.org
Gabby Ortega	Faith Formation & Youth Ministry Assistant	gortega@stfoafrisco.org

Origin Team Office Hours

Monday-Thursday 9am - 12pm & 1pm-5pm
Friday 9am-12pm

Church Office Hours

Monday-Thursday 9am-12pm & 1pm-5pm
Friday 9am-12pm

Why Origin?

To be a human being means to come from God and to go to God. Our origin goes back farther than our parents. We come from God, in whom all the happiness of heaven and earth is at home, and we are expected in his everlasting, infinite blessedness. Meanwhile we live on this earth. Sometimes we feel that our Creator is near; often we feel nothing at all. So that we might find the way home, God sent us his Son, who freed us from sin, delivers us from all evil, and leads us unerringly into true life. He is "the way, and the truth, and the life" (John 14:6)

**YouCat 1; CCC 285*

**The YOUCAT is THE official Youth Catechism (YOUCAT)*

The word origin has a lot of meanings but for our Church, it is simply our desire to return to what God has intended for us from the beginning, to know Him and be known by Him.

At St. Francis, our desire is for families to go back to their origin and reclaim the faith in their home but at the same time to know that God himself is our origin and has had a plan for us from the beginning, which is to be with Him in Heaven for eternity.

No matter how near or far you feel from God we invite you to find your origin with us.

Volunteer Responsibilities

Living the Catholic Faith

Origin volunteers are expected to be active participants of the faith. Attending weekly Mass and frequent reception of the sacrament of Reconciliation are examples of living the Catholic Faith. We encourage our volunteers to become members of other ministries at our church as well.

Safe Environment

In order to comply with Safe Environment guidelines, two cleared adults are required at all times when in direct contact with children in a closed room or isolated environment. In keeping with Diocesan Safe Environment standards, all Faith Formation Volunteers must be Safe Environment cleared *before* working with the children and families of St. Francis. Please make sure that you are up to date. Visit the Safe Environment web page for more information:

www.stfoafrisco.org/safe-environment

Mission of Accompaniment

This is the main focus of volunteers and is accomplished by adopting the modeling of Jesus' ministry, of how he journeyed with his disciples to form their whole person. This means that this is not just catechetical formation but building relationships and mirroring Jesus' ministry. You will be accompanied by the Faith Formation Team to complete this mission.

Monthly Volunteer Meetings

Volunteers are expected to be examples of catechesis, including taking courses to further his/her knowledge of the Faith. Volunteers are expected to attend scheduled volunteer meetings and training courses that will be provided throughout the year in order to enrich understanding of the Catholic Faith as well as strengthening skills.

See separate handout for information on Certificate in Pastoral Ministry or visit

<https://www.stfoafrisco.org/cpm>

General Responsibilities

All Adult volunteers are asked to commit to accepting responsibility for the overall organization and cleanliness of our shared facilities at St. Francis by cleaning up and returning used spaces to their original condition after each session. We also expect our volunteers to communicate with us in a timely manner in the event you are unable to attend a scheduled session or special event.

Communicating with Parents

Communication is the key to any successful relationship. Beginning with love, respect, and prayer for the families and youth in the Origin Family Program, consistent communication will help to develop a partnership with parents. Your communication should be, but not limited to, reminders of the monthly lesson goals, any upcoming meeting date information or important information the Faith Formation Office asks you to pass along.

Confidentiality

While volunteering at St. Francis, volunteers will hold any and all parishioner information shared with them confidential. This includes not releasing families' contact or personal information to anyone, and not engaging in gossip regarding other families and situations related to Faith Formation and other St. Francis programs.

Special Events

The Origin Faith Formation Team will require assistance with events that will be held outside of the normal Origin Schedule. These events will include, but not limited to: Sacrament Workshops, Family Learning Centers, Retreats, First Reconciliation services, First Communion Masses.

Origin: Family Volunteers

Hospitality Volunteers will serve as an environment coordinator to create a welcoming and inviting space for the parents and families of our program. Volunteers are expected to arrive 1 hour before the start of an event to assist with room setup, which may include moving chairs and tables, distributing materials for planned activities, the setup of food and beverages as applicable and greeting parents and families upon arrival. Volunteers will also need to stay after the end of an event to assist with clean up. Parent Sessions and Family Gatherings will be once per month offered on Sundays 12:30p-2:00pm & Wednesdays 6:30pm-8:00pm.

Family Mentors will be the first point of contact of an assigned group of families. You will be in contact with families by phone, email or, any method of communication that you are comfortable with. Your goal will be to build a relationship with families and create an environment where parents can feel open and comfortable coming to you for ongoing support. Mentors will also be expected to assist with facilitating activities or instructing families during monthly family gatherings. Mentors must have basic knowledge of all Origin programs including Origin Youth Nights and Sacrament Preparation for First Communion. Parent Sessions and Family Gatherings will be once per month offered on Sundays 12:30p-2:00pm & Wednesdays 6:30pm-8:00pm

On Site Family Mentors will assist a group of families who are looking for additional support and community. Mentors will facilitate a previously selected activity and lead group in group discussions. Mentors should also be able to clarify any questions about the monthly topic. Mentors will meet with families (parents AND children) in the Great Hall of the Parish Center. On Site mentor sessions will be offered once a month on selected Monday's & Friday's beginning at 6:30p.

Office Volunteers will assist the Origin Faith Formation Team on a weekly basis with administrative support in the Parish Office. Task may include: organizing supplies, assembling packets, making copies, filing, scanning, checking inventory, database entry, etc. Must Complete Safe Environment Social Media policy as required by the Diocese of Dallas. Volunteers will report to Faith Formation & Youth Ministry Coordinator.

ROOTED Volunteers (3rd-5th Grade)

Hospitality Volunteers will serve as an environment coordinator to create a welcoming and inviting space for pre-youth children. Volunteers are expected to arrive 1 hour before the start of the night to assist with room setup, which may include moving chairs and tables, setting up materials for planned activities, the setup of food and beverages and greeting parents and children upon arrival. Volunteers will also need to stay after the end of the night to assist with clean up. Pre-Youth nights will be once a month the last Wednesday of the month from 5:30pm-7:00pm.

ROOTED Leadership Team These volunteers will focus on the planning/coordination of the ROOTED night following the format of our Youth Ministry nights.

There are 4 main parts:

Gather - A time to focus on getting to know the children individually.

Proclaim - A time for the main teaching of the night.

Break - A time for small group discussion.

Send - A time to invite the children to connect with the nights teaching.

Team Leaders will, together with other leaders, lead pre-planned games/activities and share a reflection or connection of the nights teaching.

ROOTED Small Group Leader These volunteers will focus on leading a small group of children in the topic of faith at our pre-youth nights. Small Group Leaders are volunteers who can sit with children and foster authentic and Christ-centered conversations that lead to openness to the Holy Spirit in the young person's life. While there will be instruction (catechesis), the leader's main role is to clearly communicate the love of God through authentic relationships within the group.

Volunteer Resources:

Catholic Apps

Laudate or iPieta (available for iPhone and Android): These free apps have a wealth of resources, including the Bible, Catechism, Daily Mass Readings, Common prayers, Rosary, and much more!

Truth & Life - (available for iPhone and Android): Prepare to experience the Bible like never before!

Hallow - (available for iPhone and Android): Hallow is a prayer app that offers guided meditation sessions to help us grow in our faith & spiritual lives and find peace in God.

Amen: Daily Catholic Prayers - (available for iPhone and Android): The Amen app is the free Catholic prayer app that inspires your daily conversation with God through faithful meditations and nourishing Scripture. From Augustine Institute

Online Resources:

- cathdal.org/catechetical_services Diocese of Dallas Catechetical Services is committed to lifelong catechesis by supporting parish leaders to grow vibrant communities of faith.
- Formed.org - FORMED provides the very best Catholic content from more than 60 organizations to help parishes, families and individuals explore their faith anywhere.
- sophiainstitute.com - Sophia Institute Press publishes and distributes faithful Catholic classics and new texts by the great enduring figures of the Catholic intellectual tradition.
- catholicexchange.com - Catholic Exchange publishes a series of accessible articles and helpful tools for spiritual growth each day that enriches and strengthens hundreds of thousands of Catholics in the Faith. We seek to make saints in our own time, especially among those who live busy lives but still seek to grow in friendship with Christ.
- thereligionteacher.com Jared Dees over at The Religion Teacher offers helpful resources for both parents and catechists.
- catechistsjourney.loyolapress.com Joe Paprocki offers great teaching tips, tools, and resources, as well as free Webinars geared towards Catechists of all grade levels
- CatholicCing.com--this blog was founded by a Catholic mother of 4 that includes free crafts ideas and free printables to help learning about our Faith fun and exciting
- Catholicmom.com--this site offers free game ideas, worksheets and lesson plans organized by topic

- thatresourcesite.blogspot.com--offers free resources, lesson plans, games, activities and planning tools to help you make faith sharing time exciting and effective.
- Catholic Answers, www.catholic.com/ --provides a Catholic Encyclopedia, resources, and question and answer forums answered and moderated by Catholic apologists.
- projectym.com - Youth Ministry Resources
- ydisciple.com - A robust library of training content ranging from practical to spiritual skills helps train faithful adults to be more than instructors, but disciple-makers.
- lifeteen.com- An online resources with blogs, articles, and information on training and material for anyone involved in youth ministry.
- catholic.chat - Get Answers from the Catechism of the Catholic Church.

Origin Family Resources

- sacraments.augustineinstitute.org First Reconciliation and First Communion online courses for students in grades 2-7.
- sophiainstituteforteachers.org/familyoffaithsupplements Online resources for A Family of Faith materials used for students in K-7 grade.