



Specific Areas of Responsibility

The person in charge of a particular area of the *ARISE Together in Christ* process does not do all the work in that area. Rather, he or she is responsible for seeing that the tasks are addressed and completed. Experience shows when more people are engaged in the preparatory phases the greater the participation will be parish-wide.

Coordinator of ARISE Parish Team

Name: _____

Responsibilities

- Overseeing the whole *ARISE* process
- Scheduling and leading the meetings
- Maintaining communication with the (arch)diocesan coordinator, the pastor, and the pastoral staff throughout the process
- Checking and acting on the monthly email from RENEW International
- Downloading, printing, and distributing (as appropriate) the materials provided at www.renewintl.org/ARISEservices

Prayer

Name: _____

Responsibilities

- Encouraging people to recite the *ARISE* Prayer at all parish meetings and at an appropriate moment during Sunday Mass
- Committing as a team to prayer and faith sharing at every meeting
- Organizing Prayer-Commitment Sunday
 - making, distributing, and collecting prayer-commitment cards
 - choosing effective speakers for all the Masses*
 - encouraging presiders to speak about the process during all the Masses*

Order Materials

Name: _____

Responsibilities

- Ordering
 - *ARISE* Prayer cards
 - copies of *SOWING SEEDS: Essentials for Small Community Leaders*
 - faith-sharing books and music CDs (each season)

Order *ARISE* Together in Christ materials online at
www.renewintl.org/store or call 1-888-433-3221 toll-free.
Remember to login using your parish code.

Small-Community Leaders

Name: _____

Responsibilities

- Identifying those who would be effective small-community leaders
- Determining how many small-community leaders will be needed
- Extending a personal invitation to accept this ministry
- Ensuring that those who commit are informed of the date, time, and place of the small-community leader formation
- Overseeing their ongoing support and assistance for the leaders

Additional help for other *ARISE* ministries

Name: _____

Responsibilities

- Identifying the names of those who would be effective helpers in the areas of
 - **evangelization** (invitation, home visiting, telephone ministry, emails)
 - **liturgy** (liturgical preparation, hospitality, music)
 - the **parish mission**

Publicity

Name: _____

Responsibilities

- Communicating through the written word about *ARISE* throughout the parish
 - banners
 - posters
 - brochures
 - bulletin announcements/inserts
 - email
 - parish website
 - parish newsletter
 - articles in local and diocesan newspapers

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Parishes who are signed-up members of the *ARISE* Together in Christ process
may make copies of this page for their own parish use.

Communication

Name: _____

Responsibilities

- Communicating through the spoken word about *ARISE* throughout the parish*
 - providing pulpit announcements*
 - organizing an *ARISE* information meeting for the parish*
 - engaging the parish pastoral staff and the leadership of parish ministries in discussion about *ARISE**
 - encouraging any opportunity for personal, face-to-face sharing of information about *ARISE**

Sign-Up Sunday

Name: _____

Responsibilities

- Organizing Sign-Up Sunday each season
 - advertising Sign-Up Sunday
 - making, distributing, and collecting sign-up cards
 - choosing effective speakers for all the Masses*
 - engaging musicians for appropriate liturgy preparation
- Encouraging presiders to speak about the process during all the Masses*

Celebration

Name: _____

Responsibilities

- Encouraging and helping the parish to celebrate what has been accomplished
 - encouraging the small communities to celebrate at the end of a Season
 - gathering the small-community leaders for a celebration with the *ARISE* Parish Team

Evaluation

Name: _____

Responsibilities

- Evaluating what has been accomplished and where there is room for improvement in the presentation and support of the next season
- Monitoring feedback from the participants and the small-community leaders and relaying this to the *ARISE* (arch)diocesan coordinator and to RENEW International

*Suggestions for those who will speak about *ARISE* at Masses, meetings, or celebrations may be downloaded from the *ARISE* Library at www.renewintl.org/ARISE services