
Catechist Formation Policy

Diocese of Marquette



July 1, 2018

CATECHIST FORMATION POLICY

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IOANNES FRANCISCUS

Divina Miseratione et



Apostolicae Sedis Gratia

EPISCOPUS MARQUETTENSIS

DECREE

PROMULGATION OF THE CATECHIST FORMATION POLICY

Whereas, it is the responsibility of the diocesan bishop to direct the catechetical formation in his diocese and issue norms concerning catechetical matters (canon 775 §1);

Following an ordinary review of the catechetical formation policies of the Diocese of Marquette, it was deemed opportune to update these policies;

Having heard the Presbyteral Council on February 27, 2018, after their review of the proposed policies and receiving a positive recommendation; it is my decision to establish these policies;

Therefore, in accord with canons 8 §2, 29, 391 §1 and 775 §1 I hereby decree and promulgate as particular law for the Diocese of Marquette the Catechist Formation Policy.

All former catechetical formation policies of the Diocese of Marquette are hereby repealed and abrogated in accord with canon 20 §1. Any policies or particular laws of the Diocese of Marquette that are not in conformity with the Catechist Formation Policy are hereby repealed and abrogated.

The provisions of this decree shall become effective July 1, 2018.

Given at the chancery in Marquette, Michigan this 19th day of March in the year 2018.

Most Reverend John F. Doerfler, STD, JCL
Bishop of Marquette

Very Reverend Daniel J. Moll
Chancellor

I. GENERAL NORMS

The *National Directory for Catechesis* outlines the need for preparation and ongoing formation of catechetical leaders in our dioceses, parishes, and Catholic schools (no. 55). This is key to assisting all those involved in catechetical ministry to evangelize effectively.

- All serving in the parishes, missions and Catholic schools of the diocese shall actively participate in the Diocesan Catechist Formation Process including:
 - Parish Faith Formation Coordinators
 - Parish Youth Ministers
 - Parish Catechists for youth and adults
 - RCIA Coordinators
 - Catholic School Teachers and Principals
- There are three tracks:
 - Parish Catechists
 - Parish Faith Formation Coordinators
 - Catholic School Teachers and Principals
- Catechist formation will include spiritual, catechetical, and methodological components
- Formation will be offered utilizing:
 - My Catholic Faith Delivered (on-line learning)
 - *Catechesis 101* will be subsidized by the diocese
 - *Faith Foundations* will be offered at an affordable per session price **OR**
 - *Franciscan University Catechetical Institute* (on-line learning with mentoring). There are 12 individualized ministry tracks **AND**
 - Annual diocesan presentations/workshops, such as Spring Study Day, Hospitality Lecture, and Fall Vicariate Gatherings
 - Retreats and other formation opportunities with the Director Catechesis & Adult Faith Formation approval
- Reporting
 - List of parish catechists, faith formation coordinators, catholic school teachers and principals to be submitted via electronic form by September 30.
 - *My Catholic Faith Delivered* will require no additional reporting. Office of Catechesis & Adult Faith Formation will provide progress reports annually or if more frequently requested.
 - *Franciscan University Catechetical Institute* will require no additional reporting. Office of Catechesis & Adult Faith Formation will provide notification to parishes upon completion of a segment of a particular track.
 - Other formation opportunities to be submitted via electronic form due May 30.

II. PARISH CATECHISTS

This track outlines the minimum requirements of formation for parish faith formation program catechists, youth ministers, RCIA coordinators and adult faith formation catechists serving in a diocesan parish/mission.

- First Year of Ministry Formation Requirements
 - *Catechesis 101* (My Catholic Faith Delivered-MCFD)
- Ongoing Formation Requirements – at least 6 hours per year
 - 4 Theology courses from Faith Foundations (MCFD)
 - 1 Spirituality courses from Faith Foundations (MCFD)
 - 1 Methods course **OR**
 - 6 segments per year of the track from Franciscan University Catechetical Institute most appropriate to their ministry, i.e., *Catechist Track, Youth Ministry Track, or Catechumenal (RCIA) Track*
 - Other pre-approved programs considered on an individual basis

III. PARISH FAITH FORMATION COORDINATORS

This track outlines the minimum requirements of formation for parish faith formation coordinators or the catechetical leader serving in a diocesan parish/mission.

- First Year of Ministry Formation Requirements
 - *Catechesis 101* (My Catholic Faith Delivered-MCFD)
 - Onsite Consultation with Director of Catechesis & Adult Faith Formation
- Ongoing Formation Requirements – At least 10 hours per year
 - 5 Theology courses from Faith Foundations (MCFD)
 - 2 Spirituality courses from Faith Foundations (MCFD)
 - 1 Methods/Administration dependent upon position
 - 2 hours of retreat/reflection experience **OR**
 - 10 segments per year from the *Parish Catechetical Leader Track* of the Franciscan University Catechetical Institute
 - Other pre-approved programs considered on an individual basis

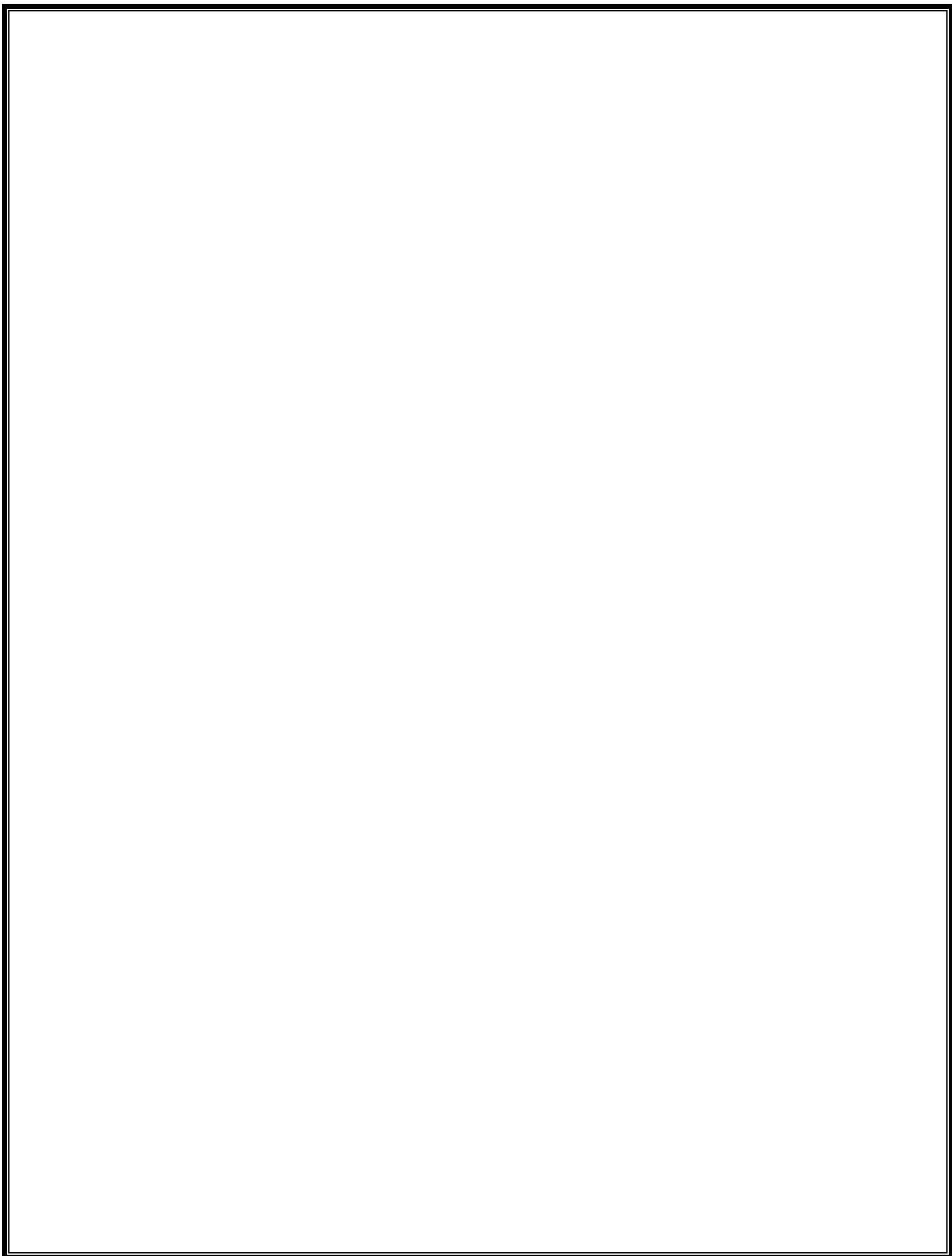
IV. CATHOLIC SCHOOL TEACHERS/PRINCIPALS

This track outlines the minimum requires of formation for all Catholic school teachers and principals in the Catholic schools of the diocese.

First Year of Ministry Formation Requirements

- Catechesis 101 (My Catholic Faith Delivered-MCFD)
- Spiritual Retreat – 8 hours

- Ongoing Formation Requirements – 12 hours per year
 - 7 Theology courses from Faith Foundations (MCFD)
 - 2 Spirituality courses from Faith Foundations (MCFD)
 - 3 Methods/Administration courses (type dependent on position)
 - 6 hours of retreat/reflection experience **OR**
 - 12 segments from the *Catholic Schools Track* of the Franciscan University Catechetical Institute (CI)
 - 6 hours of retreat/reflection experience
 - Other diocesan approved programs





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