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PARISH FAITH FORMATION PROGRAM

SUMMER 2019



Illustration by St. John of the Cross of the Crucifixion

Diocese of Winona-Rochester

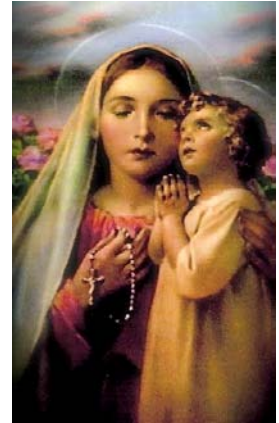
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TOTUS TUUS

“Totally yours”

TOTUS TUUS is a Catholic summer youth program dedicated to sharing the Gospel and promoting the Catholic faith through catechesis, evangelization, Christian witness, and Eucharistic worship. The goal of TOTUS TUUS is to help young people develop their relationship with Jesus Christ so that there is an intimate friendship whereby he may lead them to the Father in the Holy Spirit. To accomplish this, we emphasize devotion and love for our Lord in the Eucharist and for Mary our Mother. We strive to help young people to understand their faith through catechesis so that they may live it in today’s world. We do this in such a way that it is fun for both teachers and youth alike. A TOTUS TUUS teacher helps to make the faith real to the youth as a way of life and love and not simply a set of rules and obligations.



The program calls upon college students and seminarians from the Diocese of Winona-Rochester and across the United States to carry out this mission. Those hired are trained and put onto teams of four (two men and two women) to go out into a parish for a week, putting on a "parish mission" in order to teach the faith and inspire the young. They do this for eight weeks. In addition to trying to communicate our faith and translate that into daily life, we also strive to foster Christian vocations. It is our firm belief that vocations, callings from God, can only be heard and responded to if one is



living a Christian life. We strive to foster this, first and foremost, in our teachers by providing them with an understanding of the faith, a strong prayer life, and an opportunity to witness to their faith. The teachers sign a “covenant” in which they promise to be open to God’s will for them and actively to discern it. Because the teachers are striving to live an authentic Christian life and are actively discerning their vocation, they can better help the youth to do

the same.

THE TOTUS TUUS CURRICULUM

The Sacred Scriptures and the *Catechism of the Catholic Church* provide the foundation of the catechetical instruction of the Totus Tuus summer program. Consequently, Totus Tuus has divided the four pillars of the Catechism into a six-year teaching cycle:

Year One: The Mystery of Salvation

Year Two: The Apostle's Creed

Year Three: The Sacraments

Year Four: The Commandments

Year Five: The Virtues and Beatitudes

Year Six: Prayer and the Our Father

To complement this six-year cycle, Totus Tuus follows a four-year cycle dedicated to the mysteries of the Rosary: Joyful, Luminous, Sorrowful and Glorious.

FIVE PILLARS OF TOTUS TUUS

1. The Eucharist
2. Marian Devotion
3. Catechetical Instruction
4. Vocational Discernment
5. Fun



The Eucharist has pride of place in the Totus Tuus schedule, for both team members and youth. Prayer: The Liturgy of the Hours, the Rosary, the Angelus, the Chaplet of Divine Mercy and Adoration of the Blessed Sacrament provide the structure, but the celebration of the Holy Sacrifice of the Mass is the “source and summit” of the daily schedule.

Totus Tuus catechists and counselors will lead the young people to Jesus for a week; however, Mary will lead them to Jesus for a lifetime. Therefore, Totus Tuus promotes **Marian devotion**. Meditating on the mysteries of the Rosary, we come to see how Mary always leads us to her Son. Praying with her and to her, we hear her say to us, “Do whatever He tells you” (John 2:5).

An authentic **catechesis**, rooted in an orderly and systematic explanation of God’s revelation of Himself through the person of Jesus Christ, provides the foundation of the program’s teaching. Totus Tuus instructs young people in the basic tenets of the Catholic Faith to cultivate both a firm intellectual grounding and a solid relationship with Jesus. All of our teaching aims to help young people grow in the understanding of, strengthen their Faith in, and, most importantly, develop an intimate friendship with Jesus Christ.

Totus Tuus strives to foster **Christian vocations** by encouraging young people to begin discerning God’s call in their life to be married, a priest, a religious or a consecrated single. Team members sign a “covenant” in which they promise to be open to and actively discern God’s will for them. Because they are striving to live an authentic Christian life and are actively discerning their vocation, they can better help the youth to do the same.

Finally, Totus Tuus demonstrates that one can be a faithful Catholic and still have **fun**. Morning “pump up,” silly skits and songs, recess, water fights in the parishes, and all of the many Totus Tuus Olympic challenges at camp, infuse the element of fun in the program.

OUR MOTIVATION



TOTUS TUUS is Latin for “Totally Yours” and was the motto of Pope John Paul II. Taken From St. Louis de Montfort’s great work, *True Devotion to Mary*, it represents our desire to give ourselves entirely to Jesus Christ through the hands of His Immaculate Mother. TOTUS TUUS, then, reminds us of the tremendous and sometimes difficult call to spend ourselves for Christ while relying on the intercession of His Mother, and to preach the gospel to all nations.

This challenge to be TOTUS TUUS is accepted with great joy! The teams come to know and love the vitality, faith, and courage of all the youth they encounter. The youth are seeking not just role models, but HEROES who are striving to live and

proclaim, “Lord, I will be totally yours”. With joy and honor, TOTUS TUUS serves these youth and shares with them the blessings that God has given them. Therefore, the teachers dedicate their summers entirely to the youth, leading the youth of our Church through the New Millennium.

FIVE MARKS OF TOTUS TUUS

1. Proclamation of the Gospel...to arouse faith.
2. Apologetics – examination of the reasons for our beliefs.
3. Christian Witness...an experience of Christian living.
4. Celebration of the Sacraments...especially Holy Eucharist and Confession.
5. Active witness of the Missionary Nature of the Catholic Church.

Totus Tuus joins the Church in her proclamation of the Gospel to arouse faith in the youth of the Catholic Diocese of Winona-Rochester. Ready with “an explanation...for the reason for your hope” (1 Peter 3:15), Totus Tuus catechists expound upon the reasons for our beliefs and share their personal testimonies with the young people.

Pope Paul VI wrote, “Modern man listens more willingly to witnesses than to teachers, and if he does listen to teachers, it is because they are witnesses” (*Evangelii Nuntiandi*, 41). With this in mind, Totus Tuus team members are immersed in a life of prayer and give witness to the fruits of that experience of Christian living to the youth.

Additionally, the daily schedule of the Totus Tuus catechist revolves around the Mass, the Sacraments and prayer. A summer given entirely to God and the young people of the Catholic Diocese of Winona would not be possible otherwise.

CATECHETICAL INSTRUCTION



The TOTUS TUUS program was founded in Wichita, Kansas and is continuing to spread across the country. The foundation behind what is taught is formed by an authentic catechesis, which is an orderly and systematic initiation into, and explanation of the revelation that God has given of Himself to humanity in Jesus Christ. This revelation, stored in the depths of the Catholic Church's Sacred Tradition and in Sacred Scripture, is constantly communicated from one generation to the next by a living, active tradition.

The methodology, structure, content, and enthusiasm of TOTUS TUUS are concerned not only with teaching the faith but also setting it on fire within the hearts and lives of our young people.

MASS, RECONCILIATION AND ADORATION

Understanding that all we do is intrinsically linked with the whole Liturgical and Sacramental Life, it is important that the church be available for Mass, adoration, and confessions every day. TOTUS TUUS encourages the celebration of Holy Mass at 11:15 a.m. every day. **(Please note that the TOTUS TUUS schedule can be adapted to meet the needs and special circumstances of your parish.)** It is in the Sacraments, especially in the Eucharist, that Christ Jesus works most fully for the transformation of all mankind. Children will participate in serving, bringing up the offertory gifts, and proclaiming the readings and petitions.

If a priest is unable to preside at the Mass at any point during the week, the team will bring the children to the church to pray the Rosary, Mid-day Prayer, or the Stations of the Cross. We suggest that opportunities for the Sacrament of Reconciliation be made available every day at 10:45 a.m. Once again, this is the suggested schedule and can be adapted as necessary.

The oldest students will be sent on Monday and younger grades as the week progresses. If your parish has many young people, the pastor may want to invite a fellow priest to assist. We realize that this can be a lot to ask our priests who are already so busy. But we have found over the years that celebrating and participating in the sacraments on such an intimate level has a tremendous effect on the children. We strive to help the children to participate fully and actively in the liturgy and consider this an integral part of our program. It is the responsibility of the "program contact" at the parish to arrange the liturgical and sacramental events with the priest.



DAILY SCHEDULE

The following is a suggested schedule for use during the week of TOTUS TUUS. ***This schedule can be adapted to meet the needs of a particular parish.*** If you would like to make adjustments to the schedule to accommodate any special circumstances in your parish, we ask that you notify the Youth and Young Adult Office (or team leader who will be contacting your parish once the summer has begun) as soon as possible.

7:00 a.m. Rise
7:30 a.m. Breakfast
8:00 a.m. Morning Prayer and Rosary

GRADE SCHOOL PROGRAM [1ST – 6th Grade]

9:00 a.m. INTRODUCTION
9:15 a.m. Warm-up/songs/skits
9:25 a.m. CLASS PERIOD #1
9:50 a.m. Snack Break
10:10 a.m. Music preparation for Mass
10:20 a.m. CLASS PERIOD #2
10:45 a.m. Mass preparation/Confessions
11:15 a.m. MASS
12:00 p.m. Lunch-Recess
12:55 p.m. Cool Down-Water Break
1:00 p.m. “Totus Tuus Show”
1:15 p.m. CLASS PERIOD #3
1:40 p.m. Break
1:50 p.m. CLASS PERIOD #4
2:15 p.m. Gather, Review and Closing prayer
2:30 p.m. DISMISSAL

TEAM: 2:30 p.m. Clean-up/Set-up for next day/Team Meeting
3:00 p.m. Evening Prayer and Chaplet of Divine Mercy
3:30 p.m. Team Recreation

5:30 p.m. Supper

JUNIOR HIGH AND HIGH SCHOOL PROGRAM

7:30 p.m. Introduction/Review
7:45 p.m. SESSION #1
8:30 p.m. Break
8:45 p.m. SESSION #2
9:30 p.m. Night Prayer
9:40 p.m. Dismissal

Volunteers/Helpers and Safe Environment

It would be helpful to have a few high school students or adults to assist in the classrooms, especially with the activities in the 1st and 2nd grades, to supervise the children during bathroom breaks and during recess, and to assist those who become ill. There must be at least two adults present in the building at all times. One should be a contact person for any needs that arise as well as someone to watch the kids before 9:00 am and after 2:30 pm until their parents arrive.

Volunteers should also be utilized in the classrooms, as Totus Tuus will be unable to provide more than one team member in each classroom. For safe environment purposes, please have at least one volunteer per room. Three volunteers per room would be ideal—one to stay in the classroom with the teacher; two to accompany kids together out of the classroom when necessary.

During training, team members will be given the following safe environment guidelines in regard to the classrooms. If you cannot get volunteers for the classrooms, please make sure these guidelines are being followed. If there is no window in the classroom door, the door must be open. If there is a window in the door, the window is not to be obstructed. Totus Tuus takes the safety of children seriously. Thank you for your assistance in this matter.

No child should ever leave a classroom unattended. If a child has to leave in the middle of a class for any reason, at least one (preferably two) volunteer(s) should accompany the child(ren) to his/her destination.

Volunteers should not be alone with youth in the bathroom, but should instead wait outside in the hall for them. If it is necessary to go into the bathroom with a child, there should be two volunteers present.

Classroom volunteers who are being disruptive will be asked to report to the parish coordinator.

The team leader will meet with classroom volunteers Monday morning at 8:30 a.m. to explain their responsibilities during the week. The parish coordinator should also attend this meeting.

All volunteers over the age of 18 **MUST** be trained in the VIRTUS safe environment program as required by the Diocese of Winona-Rochester. Additionally, all volunteers over the age of 18 **MUST** have a current background check on hand, to assure that there is no history of a sexual crime with children or young people. There should also be an adult present with volunteers who are under 18.

The Volunteer VIRTUS Certification can be found on the Diocese of Winona-Rochester website:

https://www.virtusonline.org/virtus/reg_list2.cfm?theOrgID=18682&theme=0

It is the responsibility of the parish coordinator to make sure the volunteers have met these diocesan criteria.

GRADE SCHOOL PROGRAM



The Grade School Program that TOTUS TUUS provides is designed for children **going into first through sixth grades** in the 2018-2019 school year. The parish program runs Monday through Friday.

The students are encouraged to be clear and consistent in their faith, affirming always their identity so they may see God as their loving Father and, in so doing, empowering them to be

witnesses for Him in the world. Finally, TOTUS TUUS endeavors to show the children that the humble yet courageous seeking of all believers is to be based upon the Word of God, who cannot deceive or be deceived.

Facilities

In order for the Grade School Program to run smoothly, the teachers ask for one large hall or room for their main assemblies. (This same room can be used as a lunchroom if necessary.) It is helpful to provide a microphone for the team. The size of the student body and number of teachers assigned to each parish will determine how much classroom space is needed. For one team this will usually mean having four classrooms available for use. For the 1st and 2nd grade classroom, it is ideal to have an empty space near the chalk board for the children to gather, as well as tables set up with chairs for their activities. Each classroom should have a chalkboard or a dry/erase board as well as markers/pencils and paper for the students. As our program is centered on the Eucharist, it is important that the church be available for Mass, adoration, and confessions every day. It would be ideal if Father would expose the Blessed Sacrament.

Snack/Recess/Lunch

We ask the parish to provide drinks through the day. Water is a necessity, but we also encourage other drinks such as lemonade or Kool-Aid. The children will need water set out for them at three points during the day: at the 9:50 snack break, at 12:00 lunch and after recess at 12:55. We also ask that snacks (cookies, muffins, bars, cheese, fruits and vegetables, etc.) also be provided for the morning break. We ask that your parish volunteers have the snacks and drinks ready to go at 9:45 am. For lunch the children should **bring sack lunches**, but assistant(s) will be needed to get drinks ready. After lunch is a recess break. Team sports are encouraged; therefore children are invited to bring Frisbees, gloves, bats, and balls. There is no snack break in the afternoon.

PARISH POTLUCK SUPPER

The parish is asked to sponsor a potluck supper for the children, their families and parishioners on **Wednesday** evening. The potluck supper should begin at 5:30 p.m. and wrap up around 7:00 p.m. so as to allow time to prepare for the high school class. Once again, this activity and the time are **suggested**; the day and time can be adapted to meet the needs of each individual parish.

We encourage this to be a parish-wide event. This gathering gives the team the opportunity to meet with families and other parish members. This is an excellent opportunity to meet parents and for them to get to know the teachers, where they are from, etc. About 6:30 p.m. the Team Leader will introduce the team and explain a little about the history and mission of TOTUS TUUS. To close the night, the team will lead the children in some songs for the parents.

FRIDAY AFTERNOON

On Friday the daily schedule will be altered. We will follow the schedule through lunch, but then it is modified to allow for “fun time” on Friday afternoon. Students can still bring their lunches, or some parishes like to take this opportunity to have a “cook out” (usually hot dogs and chips). After lunch there will be no classes.

Friday afternoon can be spent in a nearby park or recreation area. After lunch there will be a water-balloon toss, and a “water fight” in which students can bring water containers, squirt bottles, buckets, etc. By about 2:10 the water activities end and students help the team clean up the area. The parish is asked to provide water hoses and wading pool or stock tank, etc. Parents should be warned that children will be wet and possibly dirty when they are picked up. Please recommend that the students come wearing something that can be ruined; they will not be allowed to change clothes.

Parishes may also choose to provide popsicles, ice cream, or other treats at the conclusion of Friday afternoon. The day is closed with songs and prayer.



TOTUS TUUS JUNIOR HIGH AND HIGH SCHOOL PROGRAM

TOTUS TUUS offers evening instruction for junior high and high school youth (grades 7-12) during the week in the evenings. We have found that vibrant, faithful college-aged teachers can effectively impact the junior high and high school youth. Two reasons have been noticed: the close proximity of age and the ability to establish mentor relationships (i.e. big brother or big sister). The TOTUS TUUS High School Program includes instruction, small group discussions, quiet meditation, prayer, and fellowship. The team teaches in such a way as to continually offer a dialogue - in which each person feels respected in his or her most basic dignity. **This year the junior high students will join the high-schoolers for the evening program. Their classes will remain separate so as to provide a comfortable surrounding and appropriate instruction.**

Notice: the junior high and high school program starts on Sunday and concludes on Thursday evening. The junior high students will have a separate class session from high-schoolers as to maintain appropriateness for the age group.

Each retreat session runs from 7:30 p.m. until 9:30 p.m. with a 15-minute refreshment break at 8:30 p.m. We ask the parish to supply the refreshments **Sunday, Monday, and Wednesday evenings.**

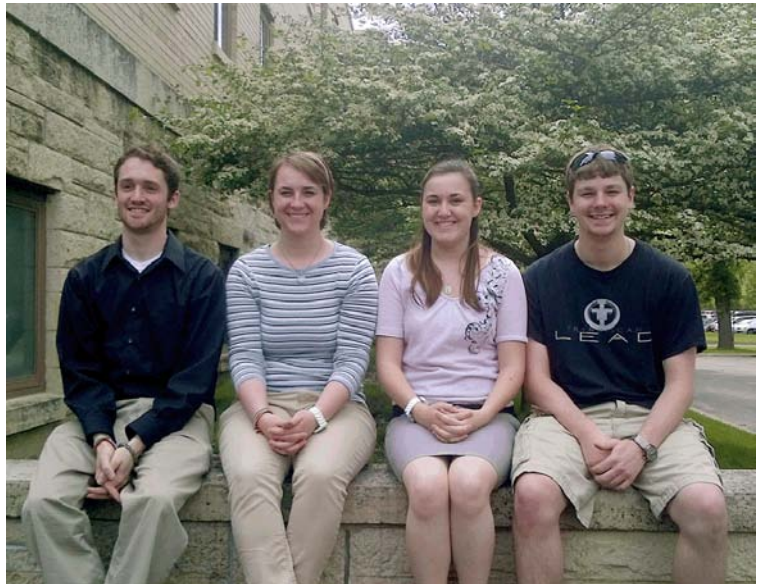
On **Tuesday** evening, the youth experience Christ by adoring Our Lord during Exposition of the Blessed Sacrament. During the same time, each youth is afforded the opportunity to receive the Sacrament of Penance. Thus a priest (or priests) will be needed from 8:30-9:30pm.

It would be helpful to have the following supplies for the junior high/high school sessions: a chalkboard, CD player/DVD player, bibles, 5-7 votive candles, a large crucifix and decorative cloth.

Concluding the week of retreat sessions, **Thursday** evening, the team will be spending time in fellowship with the youth. Activities for Thursday evening may include a barbecue at the lake, going out for pizza and bowling, going to a water park, etc. This is a great time for the teachers to really get to know the junior high and high school students. Students are responsible for the cost of the outing, usually no more than \$5.

THE TEAM

Each of the TOTUS TUUS teams will consist of two men and two women. The teachers are chosen based upon their commitment to the Catholic faith, desire to teach the faith, love of children, energy and enthusiasm, and for their leadership abilities. In order to run a week of TOTUS TUUS smoothly, the teachers adhere to a well-defined schedule which has as its foundation and backbone a structured prayer life.



ARRIVAL/SET-UP

The team arrives the **Saturday evening prior to the week of teaching**. Members of the team will be available to speak at the parish Masses that weekend. This is an excellent opportunity to publicize the coming week with a brief presentation about TOTUS TUUS. Often this presentation will help bring in more youth to participate in the week's program. Please inform the team leader if they will be speaking.

The team should meet with the parish contact and pastor (if available) for a formal meeting and touring of the facilities on Saturday evening. The team will set up the facilities on Sunday afternoon. Due to the early morning and late night scheduling of events, parishes have found it more convenient to provide the team leader with a copy of the facility keys. Please make arrangements with the team leader concerning who will have facility keys for the week.

HOUSING – HOST FAMILIES

Because the teachers are “out on the road” we ask that the parishes provide host families to provide sleeping arrangements, a morning continental breakfast and possibly snacks to refuel. The team needs two "host homes," one for the men and one for the women. Men and women are to be housed separately. It is easier for the team and the parish if the host homes are close to the parish and to each other, but the team will be grateful for any housing. The interaction at host homes is very valuable for both the teachers and the families.

Housing of team members occurs from their arrival **Saturday afternoon/evening** until their departure the following Friday evening or Saturday morning. Each team will provide their own transportation to and from the parish. It is important to give the team a detailed description or map of the location of the families that will be hosting the team as well as those who will be providing the evening meals.

We ask the host families to treat our teachers as though they were part of the family. It is important to stress that occasionally the teachers may be late getting home due to team meetings and may not be present in the afternoons due to planning and setup.

MEALS

Plan to provide all of the team’s meals while the team is in your parish **with the exception of Thursday and Friday supper**. Sunday after Mass and/or lunch with a host family is “team time” a necessary time of rest and recreation for the team. Because the schedule for the week and the entire summer is so demanding, and, to observe Sunday as a day of rest; the team will have “down time” on Sunday afternoons for rest, recreation, fellowship, and to prepare for the coming week.

- The host family provides breakfast at 7:30 a.m. Please inform the host family that cereal, fruit, or toast is sufficient.
- Lunch should be provided by a parish family or the parish at 12:00 p.m. Volunteers assisting in the kitchen can prepare the lunch or the team can fix sandwiches from food brought in. Buffet style works best, and the parish may want to provide extra food for the helpers, priest, etc.
- Evening meal is provided at 5:30 p.m. As we are on a tight schedule, please do not schedule supper any earlier or later than 5:30 p.m. Please arrange for families in the parish who would like to invite the team to supper. This allows for more families to be involved in hosting the team and provides an excellent opportunity for the team to interact with families of the parish. A family may prepare and serve the meal, have food brought in, or take the team out to eat. The team will leave the family’s home no later than 7:00 p.m. These meals should be scheduled for Sunday, Monday, and Tuesday evenings. Wednesday is the parish potluck; Thursday is the evening out with the junior/senior high; and Friday evening the team usually is on their own. The meals on Saturday, and Sunday lunch can be with the host home families.



PARISH INVOLVEMENT

TOTUS TUUS is a full parish program; not just a summer program for youth. Stewardship is the key and underlying theme of the TOTUS TUUS program. There are many ways for adults and families to be involved, some are listed below. Parish Coordinators should not feel as if all of the work and the ultimate success or failure of the program is seated upon their shoulders. They should actively seek out individuals and families to help out. This is part of what it means to be a parish “family.” Coordinators should also note that parents who are asked to invest in the success of the program through their donation of time, talent, and/or treasure are more likely to have their kids participate in the program.

PARISH PROGRAM COORDINATOR

The responsibilities of the Parish coordinator for the program are as follows:

- Reserve facilities:
 - Classrooms and gathering space for the week and help the team set up if possible.
 - Fields or other play area for recess and Friday afternoon “fun time.”
 - Large room for the parish potluck.
- Arrange for Friday afternoon “fun time” supplies.
- Recruit volunteers to help during the day program.
- Confirm that volunteers over the age of 18 have VIRTUS training and background checks.
The Volunteer VIRTUS Certification can be found on the Diocese of Winona-Rochester website:
https://www.virtusonline.org/virtus/reg_list2.cfm?theOrgID=18682&theme=0
- Arrange how snacks will be provided for the day and evening programs.
- Find separate host families for men and women.
- Arrange families (different than those providing housing) to provide meals for the team during the week. No need to provide dinner Friday evening.
- Schedule a priest(s) for daily Mass, Confession, and Adoration.
- Schedule a priest for Adoration and Confession Tuesday night.
- Organize and promote the potluck, as well as set-up and clean-up
- Have materials (a laptop, a projector, a chalkboard/dry erase board, Bibles, 5-7 votive candles, a large crucifix, and a decorative cloth) gathered for the team upon their arrival.
- Meet with the team upon their arrival.
- Remit remaining balance to the diocesan Office of Youth and Young Adults

At least one week prior to arrival, the team leader will contact the parish coordinator to make all necessary arrangements. The team will arrive on the Saturday of the scheduled week, unless prior arrangements have been made.

COST

Below is the cost to a parish for hosting a team and the **maximum number** of youth the team will handle. This cost includes the mileage fee. The amount the parish charges the participating youth is entirely up to the parish itself. We recommend around \$10-\$20.

<u>Number of Teams</u>	<u>Max. Youth Served</u>	<u>Cost</u>
1 team (4 persons)	90 youth	\$1,500

Payment Schedule

1. Deposit

Each parish must pay a deposit fee of \$500 to reserve a date and the team. This fee should be mailed at the same time as the **Parish Registration Form** (or after you scan or fax it) and be sent in by **February 17, 2019. After this date the deposit will be non-refundable.** A letter of confirmation will be sent to each parish detailing the scheduling information. Parishes will be scheduled on a first come first served basis.

If your parish has to cancel TOTUS TUUS after June 1, 2019 all payments made prior to this point cannot be refunded unless an alternate parish can be scheduled for the team in that week's slot.

2. Balance

Parishes are asked to remit the balance to the Office of Youth and Young Adults before the week that the program begins in their parish.

Mail payments to:

Diocese of Winona-Rochester / Attn: Michael Ottman
Office of Youth and Young Adults – Totus Tuus
55 West Sanborn
P.O. Box 588
Winona, MN 55987
(Checks payable to: Diocese of Winona-Rochester)

At least one week prior to arrival, the team leader will contact the parish contact person listed on the Parish Registration Form to make all necessary arrangements. Please be available between noon and 1:00 pm on Monday of the week before the team arrives so that the team leader can reach you by phone. On the Saturday of the scheduled week, the team will arrive.

NOTE: We are willing to discuss ways to make TOTUS TUUS more affordable for your parish. If the cost of the program is the only deterrent to your parish scheduling TOTUS TUUS or if there are payment scheduling problems, please contact Michael Ottman (507)858-1272, or mottman@dowr.org.