

About This Section

PART ONE • For the Program Director

RCL's sacrament preparation program provides resources for the immediate preparation of candidates prior to their celebration of Eucharist or Confirmation/Eucharist in the restored order. Young people in this preparation would be considered catechized and participating in ongoing catechesis for their age group.

This sacrament preparation program is designed for:

- Baptized children of catechetical age (seven years and older) who are now preparing to share at the eucharistic table for the first time.
- Baptized children of catechetical age (seven years and older) who are now preparing for Confirmation and Eucharist in the restored order of sacraments.

Part one of this program director's manual was designed to assist the program director in the implementation of the sacrament preparation program. You will find practical tools, "how-to's," and inspiring resources.

This section of the manual includes:

- Welcome
- Models for Using the RCL Sacrament Preparation Program
- Program Philosophy
- Scope and Sequence
- Role of the Family, the Catechist, and the Assembly
- Initial Letter to Parents
- Guidelines for Planning the Celebration of the Sacraments
 - Eucharist
 - Confirmation/Eucharist (restored order)
- Professional Articles
 - These articles can be used to enrich your own background, for catechist training, parent meetings, adult education, parish resources, parish/school staff development, pastoral council formation, liturgy committee updating, and for reprint in the parish bulletin or newsletters.
 - Readiness for the Sacraments
 - The Holy Spirit and the Sacraments of Christian Initiation
 - Symbol and Ritual in the Preparation of Sacraments
 - The Eucharistic Prayer
 - Canon Law and the Sacraments of Initiation
 - Initiation: Incorporation into Christ
 - Call to Mission
 - Mystagogy
- Frequently Asked Questions
- Using the *Eucharist* Music CD
- Using RCL's "Sacraments" Web Site
- Checklist for the Director
- Program Evaluations

Checklist ✓ for the Director

Six to nine months prior to the program

- Read through the *Eucharist Program Director's Manual*, *Eucharist* child's book, *Eucharist Catechist Guide*, and *Eucharist Family Guide*.
- Decide on the type of model you will use to implement the sacrament preparation program. (See "Models for Using the RCL Sacrament Preparation Program" in part one of this manual.)
- Select the number of gatherings for the children, young people, parents, and parish adults.
- Schedule sessions and reserve facilities.
- Order catechist guides and copy catechist handouts for older children preparing for the sacrament. (See "Catechesis of Older Children" in part six of this manual.)
- If you are preparing for Confirmation and Eucharist (restored order), decide how you will use the additional resources. (See "Gifts of the Holy Spirit" in part six of this manual.)

Three to six months prior to the program

- Recruit catechists.
- Conduct catechist orientation. (See "Orientation Session with Catechists" in part five of this manual.)
- Schedule and plan additional catechist training. (See "Catechist Training and Formation" and "Catechist Retreat" in part five of this manual.)
- Publicize program. (See part three of this manual.)
- Hold registration.
- Record baptismal certificates.
- Order *Eucharist* children's books and family guides.

One to two months prior to the program

- Hold parent orientation. (See "Orientation Meeting with Parents" in part four of this manual.)
- Arrange for older children handouts to be copied. (See "Handouts for Older Children" in part six of this manual.)
- Plan for room setup and use of church for opening rituals.
- Continue with catechist training. (See "Catechist Training and Formation" and "Catechist Retreat" in part five of this manual.)

- Make decisions regarding additional prayer celebrations and service ideas. (See "Opening Rituals for Large Groups" and "Additional Prayer Celebrations" in part two of this manual. See also RCL's "Sacraments" web site.)

During the program

- Arrange for the parish flyer to be copied and distributed during the weeks of preparation. (See "A Parish Flyer: Sacramental People" in part three of this manual.)
- Coordinate the use of the blessings with pastor and presider for use each week at the parish liturgy. (See "Parish Blessings" in part three of this manual.)
- Use the bulletin announcements each week to communicate with families in the program as well as the parish assembly. (See "Bulletin Announcements" in part three of this manual.)
- Coordinate with liturgy planners to insert weekly general intercession prayers. (See "General Intercessions" in part three of this manual.)
- If preparing for Confirmation and Eucharist (restored order), make decisions regarding confirmation name and sponsors. (See "Role of Godparents and Sponsors" in part six of this manual.)
- Prepare and conduct sessions with children, parents, and families. (See "Parent and Child Sessions" in part four of this manual.)
- Coordinate celebration of the sacrament with parish team. (See "Guidelines for Planning the Celebration of the Sacraments" in part one and "Tips for Presiders" in part two of this manual.)
- Conduct retreat and rehearsal. (See "Catechist Retreat" in part five, "Celebrating the Mass" in part four, and "Celebrating Confirmation" in part six of this manual.)

After the celebration of the sacrament

- Encourage families to reflect on the experience of the sacrament. (See RCL's "Sacraments" web site.)
- Evaluate your preparation program. (See "Program Evaluation" in part one of this manual.)