

ESTABLISHING A PRIEST MENTOR PROGRAM: A RESOURCE FOR DIOCESAN MENTOR PROGRAM DIRECTORS

Introduction

Transitions in life can be daunting, challenging, exciting, grace-filled and intimidating. Every priest experiences different types and levels of transition during his priestly ministry. A seasoned pastor, equipped with the tools developed and enhanced through mentor training, can help newer or younger priests face and overcome the inevitable challenges in their own transition experiences.

If this is the first time your diocese has implemented a mentoring program, congratulations! If you've had a mentor program in your diocese before, but without satisfactory results, the following suggestions may also be beneficial in getting your program off to a new start.

The Benefit of a Mentor Program

Fewer than half of all U.S. dioceses assign mentors to newly ordained priests and/or newly named pastors. And yet, in their 2001 document *The Basic Plan for the Ongoing Formation of Priests*, the U.S. Bishops point out the advantages of having a priest-mentor for the newly ordained:

Experience...indicates that a priest-mentor can be very helpful in the ongoing formation of newly ordained priests. He is neither the first pastor nor a spiritual director but a priest of 'exemplary life and pastoral zeal' (*Directory on the Ministry and Life of Priests*, no. 82), who, precisely because he is not on-site, can help the newly ordained sort out their experiences and see them with greater objectivity. The priest-mentor brings a wisdom born of experience as well as a sense of the life of the local church. He engages the newly ordained in conversation about his ministry, his sense of priestly identity, rectory life, and other important issues. The priest-mentor is available to answer questions from the newly ordained or to help them process unfamiliar and perhaps difficult situations (*The Basic Plan for the Ongoing Formation of Priests*, 54).

Organizing the Program and Process

Regardless of the reasons for beginning a mentor program in your diocese, defining and establishing certain structures and systems of organization and authority will go a long way in making and keeping the program healthy and effective. Investing the necessary time to establish and communicate expected outcomes, policies and practices is essential. Recruiting the right people and securing real and tangible commitment and support of the local ordinary are vital to the program's success.

Let's begin by addressing the parties involved in the mentoring program and move to practical recommendations for starting (or restarting) your mentor program.



Personnel

The following individuals all play a part within a successful mentoring program:

- **Vicar for Clergy** – As the “minister to the ministers,” the Vicar for Clergy’s role with a mentoring program can take on various duties and responsibilities depending on the diocese’s organization.
- **Director of Mentor Program** – This might be assigned to the Vicar for Clergy, or to another chancery official or priest in the diocese. The Director of the Mentor Program will have, as a primary duty, the oversight and implementation of the program: arranging for training, discerning and recruiting those who will serve as mentors, assigning priests to mentoring relationships, coordinating communication, evaluating and assessing the process and progress of mentoring and the parties involved.
- **Priest-Mentor** – Those selected to serve as mentors are typically chosen from among seasoned pastors who have generally earned the respect and confidence of the presbyterate. They should be known for their pastoral skills, proficiency in management and visionary leadership. They should display a genuine desire to help others grow and succeed in ministering to the faithful.
- **Priest-“Mentee”** – Those who are to be mentored. More will be said about considerations regarding “mentees” below.
- **Pastor** – If the “mentee” is not already an assigned pastor or parochial administrator, he will most likely have a pastor with whom he lives and to whom he reports. As noted in *The Basic Plan for the Ongoing Formation of Priests*, the pastor is not the one to serve as the newer / younger priest’s mentor. While the pastor typically has the most contact and closest working relationship, the “mentee” needs the benefit of a third-party perspective. Again, from *The Basic Plan*...: “precisely because he is not on-site, [the mentor] can help the newly ordained sort out their experiences and see them with greater objectivity.”
- **Bishop** – Ultimately, it is the local ordinary who, by his directive, commissions the mentoring program, giving credibility and authority to the policies, practices and program personnel. The mentoring program will have its greatest chance for success when the bishop communicates his approval, support and expectations to all parties involved in the process.

Typical Experiences and Expectations

“Mentees”

A good place to start is to consider the experiences of those who are to be mentored. Having a general sense of the transitions they are likely experiencing can help you better design the mentoring experience: whom to assign as a mentor, what to expect from the relationship, how to communicate, when to push and when to ease up.

Depending on his stage of ministry, those being mentored may be more open to the experience of having a mentor, or may be resistant to the idea of having someone assigned to help him out. After six to eight years of seminary, with annual evaluations and other reviews, the newly ordained priest may feel the assignment of a mentor equates to “not being trusted,” especially if the assignment of mentors is a first-time endeavor for your diocese. Conversely, he might be grateful to know he doesn’t have to navigate the challenges of transitions by himself.

Common Scenarios

Typically, dioceses choose to assign mentors to newly ordained priests, newly assigned pastors and newly arrived international priests. Although every priest is unique and brings his own personality and experiences to his priestly ministry, there are some common scenarios at this stage of life and priesthood about which one can generalize.

- **The newly ordained priest**

The cycle of transition entails the process of departing, entering, settling and departing again. Consider this statement from the U.S. Bishops' document on ongoing formation: "Were one to compare transition into priestly ministry to other kinds of human experience, it might be like leaving home, graduating from school, beginning a career, getting married, and starting a family—but all at once" (*The Basic Plan for Ongoing Formation of Priests*).

New living arrangements, perhaps the unfamiliarity of a new city or neighborhood, new schedules (or lack thereof), differences in supervision, orientation and communication – these and more can create tension, confusion and discouragement in a man who has just come through six to eight years of familiar routines, evaluations, expectations and community life. His social network may not have disappeared entirely (due in part to the Internet and social media), but it has certainly changed.

- **The newly appointed pastor**

Becoming a pastor for the first time is an exciting experience for any priest. There are times, though, when a new pastor's responsibilities may feel a little overwhelming. Where previously he could seek guidance from his pastor, now he is the pastor. Though he's now been granted the exterior authority to lead, the newly appointed pastor may not feel comfortable with his interior authority to do so. Growing into the role of pastor takes time.

- **The recently arrived international priest**

Take the challenges and excitement of being newly ordained to the priesthood or being newly assigned as a pastor. Now add to that the additional experience of a new country, new culture and different accent. Many arrive in the United States with a missionary zeal and dreams for their priestly ministry. Oftentimes culture and accent differences create obstacles to ministry that the newly arrived priest doesn't know how to navigate.

Studies show that a fair percentage of international priests experience not feeling welcomed in the host diocese or parish, feeling lonely, and struggling with different expectations and demands of the laity, among other issues. It is not uncommon for a priest who has served as pastor of several parishes in his home country to be assigned as a parochial vicar or chaplain in his new diocese.



Mentors

It is an honor to be recognized as having the qualities of a good mentor and to be invited to serve in this important ministry. Having pastored parishes with some level of success, the mentor will certainly note and appreciate the provisions you've made for his training. He likely enjoys his time together with others from the presbyterate in being trained for this ministry.

Although it is typically the busy pastors who are asked to take on additional responsibilities, this new role may be one that proves challenging and requires additional support. The assignment and ministry of a mentor creates a new community within the presbyterate – one with a distinctive identity. One may be hesitant to take on another assignment, a new role. Training for this ministry will help overcome reluctance on the part of the mentor. Continued enthusiasm for the role of “mentor” will be aided by an intentionality of community among its members and with its director.

Director of Mentor Program

For the diocesan program director, consider your own experiences as you first transitioned out of seminary or into your first pastorate. Who was there to help you? What did he do that was most helpful? If something could have been different in the way you “cut your teeth” in developing into a healthy and effective pastor, what would it have been?

With your own experiences in mind, consider what results and outcomes you hope to see coming from this endeavor. First, what were the goals and objectives given you to begin a mentoring program from the bishop or other diocesan official?

The policies, procedures and practices you develop for your diocese's mentor program are meant to serve the process of growth in wisdom and effective ministry. Keep this end in mind when deciding how the program and process will work.

Finally, how will you measure and evaluate the process and outcomes of the mentoring relationship? Developing some type of feedback forum will aid you as you move forward.

Putting the Process Together

Administration of the diocese's mentor program is the responsibility of the diocese. The following questions offer some practical guidance for building the framework for administration, creating a vision for the program, defining expectations, recruiting the right priests to serve as mentors, pairing the mentors with the mentees, and celebrating the blessings of this ministry.



Building the Framework, Creating the Vision

1) What do you understand to be the directives and vision of the bishop and/or the committee convened for this program?

What were the expectations given to me?

2) What will it take to deem the program “successful”?

a) For the newer/younger priest?

At the completion of the mentoring relationship, I envision the mentee...

b) For the mentor priest?

At the completion of the mentoring relationship, the mentor will have...

c) For the presbyterate as a whole?

At the completion of the mentoring relationship, our diocese's presbyterate will be enriched...

With regard to this process, at presbyteral gatherings we will be intentional to...

d) For the people and parishes served?

At the completion of the mentoring relationship, the mentor's and mentee's parishes will be enriched by...

Defining the Mentoring Relationship Expectations

1) Meeting Frequency and Length of Mentoring Relationship – The Institute for Priests and Presbyterates recommends that mentors and mentees meet monthly for at least two years. Sixty to 90 minutes is a typical length of time for getting together.

Mentors and “mentees” will meet...

2) Reporting on Meetings and Confidentiality – Striking a healthy balance between reporting and confidentiality is key. In order to identify potential problems and to evaluate the success of the process and personnel, the program director should have a sense of how each relationship is progressing. Under normal circumstances, matter discussed between parties should be treated and respected as confidential. At the same time, unlike spiritual direction, the mentor relationship takes place in the external forum. There may be times when an outside party may be needed to assist or intervene. See Appendix B for a sample reporting form. Clarification on the nature of confidentiality in mentoring relationships is covered in greater depth in the mentor training session.

Reporting frequency...

By whom...?

About what...?

Official forms or informal process? (See Appendix B for a sample form)

3) Skipped Meetings or Discontinuation – Meetings between mentors and mentees should be understood as taking priority on each one's calendar. Some instances may occur where meetings must be legitimately cancelled or postponed. However, the reasons for skipped meetings might serve as a warning flag.

If meetings are skipped without legitimate cause...

4) Meeting Scheduling – Defining expectations of whose responsibility and how meetings between mentors and mentees should be scheduled helps to eliminate potential problems.

Scheduling the first meeting...

Scheduling meetings thereafter...

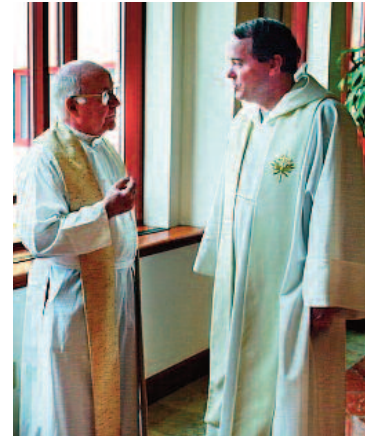
5) Follow-up and Ongoing Formation – Besides events for the entire presbyterate, your diocese may already have a program of ongoing formation for priests in their early years or opportunities for community among international priests serving in your diocese. But what can you do now for the priests who have been trained to serve as mentors? The Institute for Priests and Presbyterates recommends its follow-up training session six to eight months into the mentoring relationships. This follow-up training provides mentors an opportunity to gather, share experiences, ask for and receive guidance, and get clarification on processes and best practices. Think now of what else you might provide and require of the mentors as ongoing formation and community in this ministry.

Ongoing formation for mentors - expectations and opportunities...

Recruiting the right people to serve as mentors

1) Qualities and Qualifications – In general, the Institute for Priests and Presbyterates recommends that mentors meet the following criteria:

- Has been ordained for at least 10 years
- Has been a parish pastor for at least 5 years
- Ideally, has served as pastor in more than one parish or one assignment
- Is respected within the presbyterate
- Has a proven history of follow-through on projects and time commitments
- Is committed to the process of mentoring and the program's expectations
- Has a sense of joy about priesthood / ministry / pastoring
- Has demonstrated a desire to learn, i.e., is keen on life-long learning



Priests of my diocese who fit this description...

2) Inviting priests to serve as mentors

The invitation should come from (person)...

The invitation should be made by (process)...

3) Clearly describing duties, expectations and benefits of serving as a mentor

The job description should include (see Appendix A for sample)...

Pairing Mentors and Mentees

This could be the most important part of the entire process. You may find you could benefit from the input of others who have a good sense of the individuals involved. For example, you might consult with the diocese's director of vocations and any pastor who has lived or ministered with the mentees during the summers of their seminary formation or pastoral year.

For international priests, check with the diocesan official who has had the most communication with them in their process of visas and other paperwork. Also, a priest who shares their country of origin can offer valuable insight. You might create a worksheet (see Appendix C) for each mentee to answer the following questions:

- What are deemed to be his strengths?
- What will he find challenging as a priest or pastor?
- What are his interests?

Similarly, create a worksheet for each mentor to evaluate strengths, challenges and interests. Take into consideration, too, distance between mentors and mentees. Even though you may have found a perfect match, if the two priests live three hours apart, it may create a hardship for a healthy and effective mentoring relationship.



Note: Mentors should not be the mentee's pastor. The pastor serves other important roles in the formation of a parochial vicar. The newer/younger priest needs the benefit of the wisdom of an outside party to best navigate the transition into parish life and ministry.

Some dioceses allow the mentees to choose their mentor from among those trained to serve in this ministry. Although this is one way to pair mentors and mentees, as a general practice, the Institute for Priests and Presbyterates recommends the program director, in consultation with others, discern the best pairings of mentors to mentees.

Communication

1) Informing the “Mentees” about the process

Once you have the process in place, it’s time to bring the mentees into the mix. A well-designed, thorough and honest communication and orientation to the process for the “mentees” will go a long way in gaining positive cooperation. Starting anything new is often met with resistance, objection and confusion. Consider the possible questions asked by mentees when informed about their participation in this new mentor program. Why me? Why didn’t other priests have to do this? Am I being evaluated? Do they not trust me?

You have created the opportunity for mentors to meet, receive professional training, ask questions, and get clarification on the program and process. It’s important to allow the “mentees” a similar opportunity – to feel informed, partner in the process, and create an environment where they can feel positive about the process and offer their assent. Appendix D – “Planning Sheet for Mentor Program Orientation Meeting” – and Appendix E – “Sample Agenda for Orientation Meeting” – will help you get organized.

As the program begins, use positive imagery they can relate to. The emphasis should not be on trying to keep them from making mistakes. Rather, the emphasis is on caring for them, personally, and for their priestly ministry. The way a priest would care for the sacred vessels that hold and carry the Blessed Sacrament – the Precious Body and Blood – is the way the presbyterate wishes to care for its newest members.

Expressing appreciation for their priestly gifts allows you to articulate the positive values of mentoring – namely, easing the complexities of transition and building presbyteral unity across generational and cultural lines, assisting them in becoming the shepherd of souls Christ has called them to be.

The venue for orientation communicates a message as well. Do you celebrate this new assignment with a social gathering? Will you get those to be mentored together with their assigned mentors for a group introductory meet-and-greet? Providing printed information and signed agreements (see Appendices F and I for samples) convey authority, organization and priority to this ministry.



Options for informing mentees about the program/process:

- Official letter from the bishop
- Phone call from the bishop
- Official letter from program director or vicar for clergy
- Phone call from program director or vicar for clergy

The Orientation Program - use Appendix D – Planning Sheet for Mentor Program Orientation Meeting – to answer the following:

- Will you have a special gathering of mentors and mentees to go over process and expectations?
- Will you hold the meeting within the context of prayer?
 - Noon Prayer or Evening Prayer
 - A Priest's Prayer for His Presbyterate (see Appendix H)
- Who should be present and given a speaking role at the meeting?
- Atmosphere of venue, including food and drink, formality or informality
- Printed materials
 - Informational handouts
 - Agreement Forms (Appendix I)
 - Expectations and Implications
 - Reporting Forms
 - Job Descriptions
 - Other Diocesan Forms

2) Communicating with Mentees and Mentors throughout the Process

Keeping some form of regular contact with mentors and mentees gives both parties the assurance that this ministry is important to the bishop, the diocese, to you and the parishes they serve.

I will check in with mentors and mentees...



3) Communicating with Diocesan Officials

The bishop, vicar for clergy or personnel board may have some expectations of communication with you regarding how things are progressing. If so, what are those expectations?

Communication with diocesan officials...



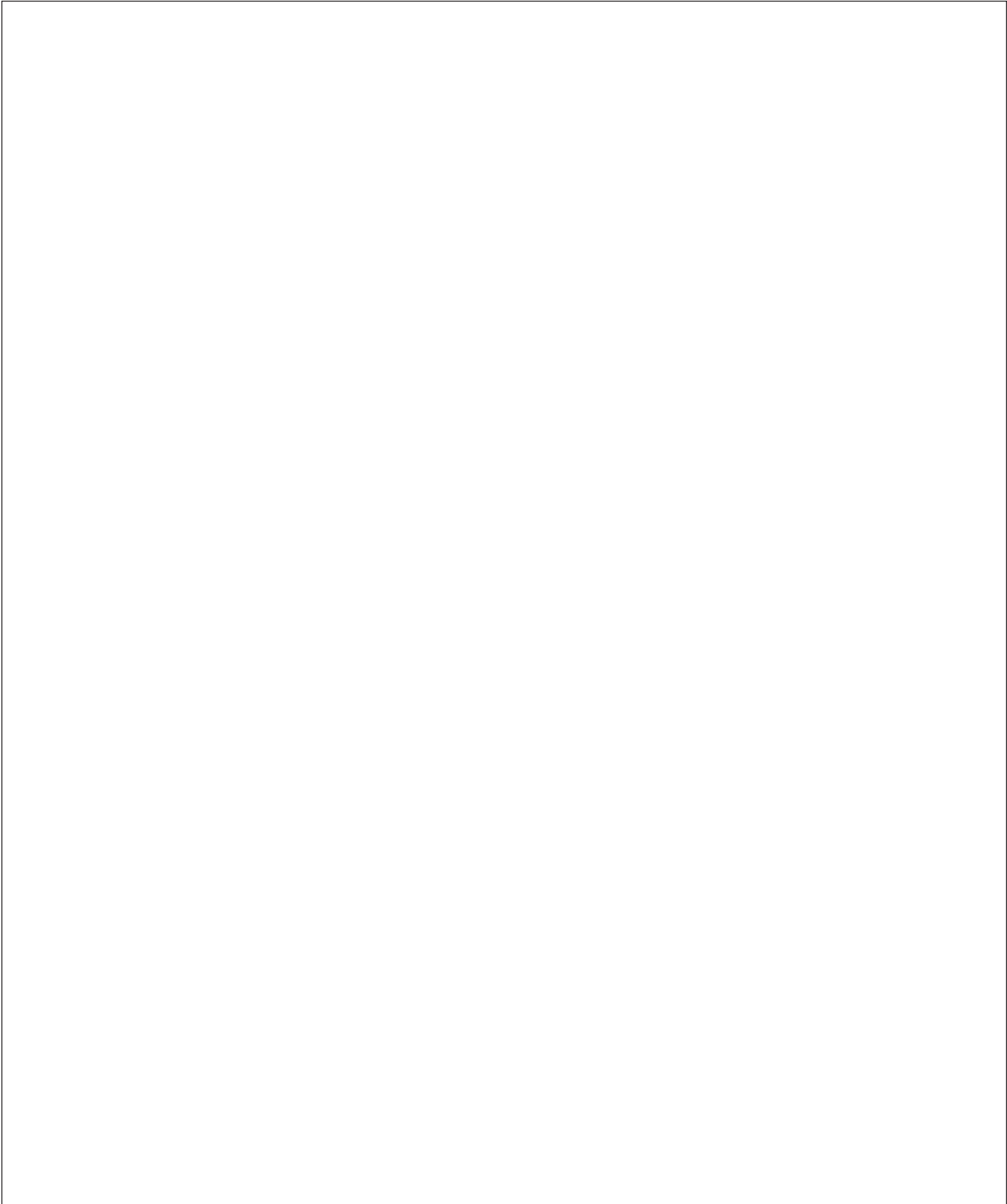
Celebrating the Completion of the Mentoring Relationship

At the conclusion of the mentoring relationships, create an event to mark and celebrate the occasion. Some suggestions:

- Revisit and discuss the goals first established at the mentor training and the mentee orientation session
- Have participants evaluate the program and process
- Share stories of how the mentoring relationship shaped each one's ministry
- Celebrate with a Mass of Thanksgiving
- Go to a nice restaurant or cater a nice meal
- Give a small gift to each participant

Celebration notes and ideas...

Additional Notes on Putting the Process Together



The Training

The Institute for Priests and Presbyterates provides the professional trainer for the mentor training program. Prior to scheduling mentor training in your diocese, a completed registration form should be submitted to the Institute for Priests and Presbyterates.

Training takes place over the course of 1.5 days. See Appendix J for sample schedule.



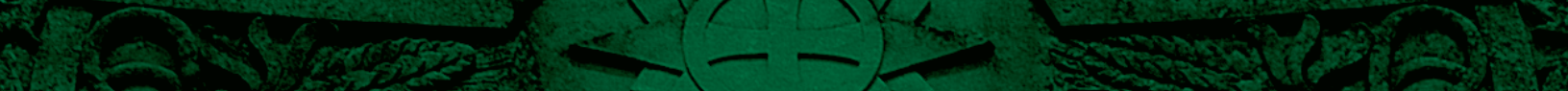
Follow-up training by the IPP is recommended six to eight months following the commencement of the mentoring process between priests. See Appendix K for sample schedule of follow-up training.

The diocese will provide:

- Meeting space and overnight accommodations for trainer and those to be trained
- Transportation for the trainer to and from the airport (if applicable)
- Contact information of diocese's airport shuttle driver
- All meals for trainer from arrival to departure
- Arrangements for Mass and Divine Office
- Whiteboard, markers and eraser or flipchart for the meeting room
- If requested, computer and overhead projector
- Coffee, water and light snacks in the meeting room
- Names of those to be trained to the Institute one month prior to training
- Countries of origin of international priest mentees (if applicable)

The Institute for Priests and Presbyterates will provide:

- Classroom training, including
 - Professional Trainer
 - All materials, including

- 
- Training manuals
 - Appreciative Inquiry books
 - Resources for mentoring international priests (if applicable)
 - Schedule for training session
 - Contact information of trainer to airport shuttle driver
 - Workshop evaluations for participants to complete (trainer will administer and collect the evaluations); IPP will provide evaluation results to diocese

Contact the Institute for Priests and Presbyterates for your diocese's personalized quote and to schedule training for your diocese:

- Phone – (800) 357-8477
- E-mail – smipp@saintmeinrad.edu
- Fax – (812) 357-6283

Table of Appendices

Appendix A – Sample Job Description – Mentor

Appendix B – Reporting Form – Mentor to Program Director

Appendix C – Strengths, Challenges, Interests Worksheet – Mentee

Appendix D – Planning Sheet for Mentor Program Orientation Meeting

Appendix E – Sample Agenda for Orientation Meeting

Appendix F – Materials and Resources for Orientation Meeting

Appendix G – Selected Quotes Regarding Mentoring of Priests

Appendix H - A Priest's Prayer for His Presbyterate

Appendix I - Sample Mentoring Relationship Agreement Form

Appendix J – Sample Schedule for Initial Mentor Training

Appendix K - Sample Schedule for Follow-up Mentor Training

Appendix A

Sample Job Description

Job Title: Priest-Mentor

Reports To: Diocesan Mentor Program Director

Basic Function

The Priest-Mentor will meet with a younger/newer member of the presbyterate assigned to him by the diocese. The Priest-Mentor is to assist his mentee through the transitions of priestly life and ministry. The Mentor will participate in training and other events as prescribed by the Program Director. He will report quarterly on his meetings with his mentee to the Program Director.

Primary Duties and Responsibilities:

- Attend the initial and follow-up training
- Attend the orientation session for mentees
- Meet monthly with mentee
- Submit quarterly reports on mentoring progress

Experience

Ten years ordained. Five years as pastor.

Skills and Abilities

Strong interpersonal and pastoral skills. Ability to give and receive direction. Good understanding and history of leadership and parish management, including, but not limited to: conflict management, budgeting and financing, forming pastoral teams and running meetings.

Appendix B

Reporting Form – Mentor to Program Director

Mentor: _____

Mentee: _____

Dates of Scheduled Meetings: 1) _____
2) _____
3) _____

Were the meetings held? Yes ____ No ____

Did any have to be rescheduled? Yes ____ No ____

Were any meetings cancelled? Yes ____ No ____

If so, by whom? Mentor ____ Mentee ____

Average length of meetings: _____

Did the mentee bring matters to discuss? Yes ____ No ____

Do you feel engaged in the process? Yes ____ No ____

Do you feel the mentee is engaged in the process? Yes ____ No ____

General Comments

Appendix C

Strengths, Challenges and Interests Worksheet

Mentee: _____

Education:

Degrees, Fields of Study _____

Seminary Attended _____

Languages Spoken _____

Reported Strengths

Potential Challenges

Interests

Appendix D

Planning Sheet for Mentor Program Orientation Meeting

Date: _____ Time: _____

Location: _____ Contact Person: _____

Invited/Required to attend:

Prayer: Noon Prayer Evening Prayer Mass

Food:

Equipment: TV and DVD player Computer and Projector Other

Printed Materials for Meeting

Presenters/Speakers and Topics

Appendix E

Sample Agenda for Orientation Program

11:45 – Noon	Arrival
Noon	Noon Prayer
12:15-12:45	Lunch
12:45	Welcome and Opening Remarks – Bishop Why a Mentoring Program – Program Director What the Church teaches – Selected Quotes on Mentoring (Appendix G) Typical challenges of transition Common difficulties encountered Brief explanation of the training undertaken by mentors
1:00	Video
1:10	Personal Testimony of Being Mentored – Bishop or Selected Mentor
1:15	Expectations and Guidelines – Program Director Distribution of Printed Materials Introduction of Mentor Pairings
1:25	Time for Questions directed to...Bishop and Program Director
1:40	Signing of Mentoring Relationship Agreements (Appendix I) – Mentors and Mentees
1:45	Scheduling of First Meeting – Mentors and Mentees
1:50	Closing Priest's Prayer for His Presbyterate (Appendix H) – All Blessing of Mentors and Mentees – Bishop
2:00	Departure

Appendix F

Materials and Resources for the Orientation Meeting

Some possible materials and resources for the orientation meeting might include:

- 1) Selected quotes from *Pastores Dabo Vobis*, *The Basic Plan for Ongoing Formation of Priests* and *The Directory for the Ministry and Life of Priests* that make reference to mentoring and/or transitions (Appendix G)
- 2) Institute for Priests and Presbyterates' Mentor Training video (DVD or online), TV and DVD player or laptop and projector
- 3) Mentoring Relationship Agreement Forms
- 4) Materials for liturgy (if applicable): e.g., copies of Noon Prayer, Evening Prayer or "A Priest's Prayer for His Presbyterate (Appendix H)," or provisions for Eucharistic celebration
- 5) Nametags
- 6) Book of Blessings – a minor modification to the blessing found in Part I (Blessings Pertaining Directly to Persons), Chapter 5 (Order for the Blessing of Students and Teachers) would work well with blessing the mentor/mentee relationship
- 7) Listing of names, pairings, and contact information of mentors, mentees, diocesan officials and administrative assistants involved in the program
- 8) Printed Agendas (Appendix E)

Appendix G

Selected Quotes Regarding Mentoring of Priests

Priestly fraternity excludes no one.... This fraternity “takes special care of the young priests, maintains a kind and fraternal dialogue with those of the middle and older age groups, and with those who for whatever reasons are facing difficulties.” (*Pastores Dabo Vobis*, 74)

“...active participation in the diocesan presbyterate, regular contact with the bishop and with the other priests, mutual cooperation, common life or fraternal dealings between priests, as also friendship and good relations with the lay faithful who are active in parish life are very useful means to overcome the negative effects of loneliness which the priest can sometimes experience.” (*Pastores Dabo Vobis*, 74)

The newly ordained find themselves in the challenging role of being a public person. It is a difficult task to learn how to be a loving and caring priest for significant numbers of people while maintaining appropriate pastoral and interpersonal boundaries. Such challenges are best faced under the supervision of a mentor, pastor, or other delegated supervisor. (*The Basic Plan for the Ongoing Formation of Priests*)

The priest-mentor brings a wisdom born of experience as well as a sense of the life of the local church. He engages the newly ordained in conversation about his ministry, his sense of priestly identity, rectory life, and other important issues. The priest-mentor is available to answer questions from the newly ordained or to help them process unfamiliar and perhaps difficult situations. (*The Basic Plan for the Ongoing Formation of Priests*)

[Middle-aged priests] can be involved in suitable ways in true and proper ministry especially as expert confessors and spiritual directors. In particular, they can share with others their own experiences, and encourage, welcome, listen and convey serenity to them. They can also be available whenever they are asked to “become effective teachers and mentors of other priests.” (*Directory on the Ministry and Life of Priests*, 95)

Appendix H

A Priest's Prayer for His Presbyterate

Loving God, I ask for a special blessing on all the priests of my presbyterate.

Help us to remember always that we do not work alone, but that we are an "intimate sacramental brotherhood" under the leadership of our bishop, a ministry team for which we are all responsible.

For the sake of our unified and coherent ministry, help us to remember that the ministry we do is not just personal, but a share in our bishop's ministry. For that reason, keep us always respectful of and obedient to his leadership.

Help us to be diligent in our ministry, absorbed in it, so that our commitment may be evident and our service helpful.

Help us to take good care of ourselves and to be attentive to becoming more effective in our service.

Show us ways to encourage our brothers in the seminary, those in formation who will someday be partners with us in service to the Church.

Help us to set a good example for them in all that we do.

Support our sick, retired and absent brothers with your loving care.

I ask this in the name of the Good Shepherd, Jesus Christ our Lord. Amen!

Oracion Del Sacerdote Por Su Presbiterio

Padre misericordioso, te pido tu santa bendición por todos los sacerdotes de mi presbiterio.

Recuérdanos que nunca estamos solos porque junto al obispo, nuestro guía, formamos una "hermandad íntima y sacramental."

Acuérdanos que tampoco trabajamos solos sino en conjunto con nuestro obispo. Concédenos el don de respeto y obediencia a su liderazgo. Ilumínanos a comprender que este esfuerzo es por el amor de un ministerio unificado y coherente que sirva al pueblo de Dios.

Infúndenos un espíritu diligente que nos lleve a realizar acciones eficaces y productivas en nuestro quehacer pastoral.

Inspíranos a que nos cuidemos y que estemos atentos a las necesidades de nuestro ministerio. Danos sabiduría para una entrega adecuada y fructífera en nuestro pastoreo.

Muéstranos los medios para animar a nuestros seminaristas, nuestros hermanos en formación, con quienes, algún día, seremos compañeros de fe al servicio de la iglesia. Ayúdanos para que les demos un buen ejemplo de conducta.

Protege y llena de amor a todos nuestros sacerdotes enfermos, jubilados o ausentes.

Todo esto te lo pido en nombre del gran pastor de almas, Jesu Cristo, nuestro Señor. Amén.

Appendix I

Sample Mentoring Relationship Agreement Form

Understanding that _____, under the authority of Bishop _____, has assigned us to a mentoring relationship for the period of ___ years, we, the undersigned, agree to the following:

- Meet each month for at least 60 minutes
- Schedule meetings sufficiently in advance to both parties' satisfaction
- Contact the other party and reschedule appointments in cases of emergency
- Submit quarterly reports to Program Director (Mentor)
- Meetings are conducted in the external forum. Matter discussed is to be treated as confidential with exception of due concern for the health and safety of either party.
- The Program Director will be consulted if problems arise that cannot be resolved between the parties.
- Other _____
- Other _____
- Other _____

Mentor: _____ Date: _____

Mentee: _____ Date: _____

Program Director: _____ Date: _____

Appendix J

Sample Schedule for Initial Mentor Training

Day 1

9:00 AM	Introduction
9:30	Reflections on Beginning in Ministry
10:15	Break
10:30	Mentoring Defined
11:00	Eucharist
Noon	Lunch
1:30 PM	Mentoring Defined (continued)
	Skills and Best Practices: Listening as a Mentor
3:00	Break
3:15	Appreciative Inquiry /questioning
5:00	Break for the evening

Day 2

9:00 AM	Review
9:15	Engage in an Appreciative Inquiry process; paired interviews
10:15	Break
10:30	Diocesan Expectations and Support (Diocesan Program Director)
	Suggested Meeting Format
11:00	Eucharist
Noon	Lunch and Depart

Appendix K

Sample Schedule for Follow-up Mentor Training

9:00 AM – Noon	Checking in with the Mentors
Noon	Mentees Arrive. Lunch Break with Mentors, Mentees, Program Director and Trainers
1:00– 2:00 PM	Continued Session with Mentors (Room 1) Facilitated Discussion with Mentees (Room 2)
2:00 – 2:15	Wrap-up
2:15 – 3:30	Mentors Meet with Assigned Mentees Individually



Saint Meinrad
Seminary &
School of Theology

Phone: (800) 357-8477

Email: smipp@saintmeinrad.edu

Web: ipp.saintmeinrad.edu

Mail: 200 Hill Drive, St. Meinrad, IN 47577

©2013 Saint Meinrad