

Welcome to Love Begins Here 2021!

I am thrilled that your parish is partnering with us to bring Love Begins Here (LBH) to the Archdiocese of Milwaukee this summer! I cannot wait to see how the Holy Spirit moves in our young people and communities as we serve our neighbors. This brief guide will help you navigate the important task of leading a parish group to LBH. If any questions remain after reading this, please do not hesitate to contact me. Again, thank you for your investment in your parish youth and for making this apostolate possible in the Archdiocese!

In Christ,

Doug Ulaszek

Associate Director of Youth Evangelization

LBH Milwaukee Mission Director

Glossary of LBH Terms

You may see reference to the following terms in this guide or on the mission field. Here's more information on what each term means:

- **Teen Missionary:** A youth (grades 6-12) who is attending LBH.
- **Lead Missionary:** An adult leader/chaperone attending LBH. See more in the *LBH Missionaries* section.
- **Core Team Missionary:** A staff member of LBH. We will have 4-6 staff members (usually young adults) who help implement and guide LBH throughout the week.
- **Parish Group:** A group coming to LBH from the same parish, along with their adult leaders. E.g. Erika brings 6 teens from St. Dominic on a week of LBH. This is the "St. Dominic" parish group.
- **Parish Group Leader:** The main contact for a parish group, responsible for registration, promotion, and coordination of a parish group. Typically, the parish leader is the "head" lead missionary for a parish group as well (if you are reading this, you are likely the parish leader!).
- **Host Parish/Home-Base:** The parish where we live in community on a week of LBH. E.g. Holy Trinity is the host parish for Middle School Week 1 – during that week, the church and school are "home base".
- **Car Group:** Each week, youth are mixed up into a particular car group. This is the "small group" they are in for the week, and will do many activities together, mainly their mission work during the day and any travelling that needs to happen during the LBH. A car group will be a mix of youth of different ages, genders, and parish groups.
**Note: we create car groups on the first night of LBH. If there is a teen who needs to be in a particular car group, we are more than happy to try to accommodate.*
- **Mission Manifesto:** This is the *WHY* of Love Begins Here, a constant reflection point for our missionaries throughout the week. It explains why, how, and what we do. See the *Mission Manifesto* section for more.
- **Collatio:** Latin for "coming/bringing together." This is the time, each evening, where all the missionaries come together for large group processing, a spiritual talk by a Core Team Missionary, and prayer time. This time helps our missionaries connect the service they do during the day with their relationship with Christ and His Church.
- **Parish Time:** Most nights include time for parish groups to come together and debrief their day. Because youth will be in different car groups throughout the day, this is a chance for a parish group to check-in and bond with each other.

Who Are the LBH Missionaries?

LBH Missionaries are joyful, servant-hearted, and desire to bring the love of Jesus Christ to their neighbors.

High School Missionaries (\$150/week)

- 9th-12th grade students during the 2020-2021 school year
- Their mission trips begin on Sunday night and end on Friday afternoon

Middle School Missionaries (\$120/week)

- 6th-8th grade students during the 2020-2021 school year
- In 2021, their mission trips begin on Tuesday night and end on Friday afternoon

Lead Missionaries

LBH welcomes adults 21 and older to serve as lead missionaries who help our youth make the most of their experience. **We are especially interested in partnering with adults who are passionate about their Catholic faith, working with teens, and service work.** Parish Group Leaders must ensure that all LBH Lead Missionaries are in line with Archdiocesan Safe Environment policies and follow our driver policy.

There is no cost to attend for Lead Missionaries. We expect all Lead Missionaries to have gas in their reliable, clean vehicle to provide transportation during the week (your parish may choose to rent vehicles for your Lead Missionaries). Lead Missionaries should also expect to spend about \$20 on taking their car group out for ice cream during their week. We suggest that as you organize Lead Missionaries, you consider how to reimburse your adult Lead Missionaries for these expenses.

To learn more about the role, please consult the Lead Missionary Job Description on the following page.

Lead Missionary Recruitment Tips & Thoughts

- **Know how many Lead Missionaries you need.** You will need seatbelts in a vehicle for each teen missionary in your Parish Group.
 - Example: Nick is bringing 12 teens to LBH. He could divide these teens into 2 mini-vans (6 spots for teens), 3 sedans (4 spots for teens). He will either need 2 Lead Missionaries or 3 Lead Missionaries for his group. Nick is planning to borrow his mom's mini-van, so he needs to find 1 additional Lead Missionary for his group.
- **Recruit based on the Job Description!** Parish Leaders and LBH Staff are a team, working together to recruit faithful, passionate adults who can inspire the teens who join us as missionaries. In other words, don't use LBH to help an adult go deeper in their faith (although they likely will!).
- Don't sell the role short. It's incredibly fun, rewarding, and inspiring, though the days are long and the commitment is large. We don't want surprised Lead Missionaries! (Our training sessions will help with that, too.)
- Don't stop recruiting Lead Missionaries if your weeks are covered or if great adults aren't available for you! We're always looking to help other parishes who struggle finding Lead Missionaries and have extra adults on hand for our teens who come without a parish group.
- After inviting your catechists and friends, think outside of your usual go-to volunteers. In other dioceses, we've had older cousins of missionaries, moms and dads, and even grandparents of missionaries join us!

Position Title: Lead Missionary

Reports To: Core Team

Description

A Love Begins Here Lead Missionary accompanies LBH missionaries in service and prayer on mission trips. They are responsible for caring for the physical, spiritual, and emotional needs of missionaries at all times. Although the day-to-day tasks of this position may sometimes seem secular and routine, the entire purpose of this position is to assist in the mission of the Catholic Church and Love Begins Here Milwaukee to proclaim Christ and make disciples through the sacramental life of the Church. Effective participation in this mission depends at least as much upon example and witness as on the specific tasks performed. Thus, it is imperative that the Lead Missionary volunteer exercises good judgment in their pursuit of these religious objectives and that their words, actions, and attitude reflect the mission of the Catholic Church and the Archdiocese of Milwaukee.

Requirements

The mission of Love Begins Here is to have a dual impact on the missionaries and communities we serve by practicing faith, hope, and charity in our daily lives of prayer, service, and community building. In order for a Lead Missionary to fulfill this mission and accompany missionaries in prayer and service, this person is expected to joyfully seek to know, love, and serve Jesus Christ through active participation in the Catholic Church, including by publicly professing and following the teachings of the Catholic Church as proclaimed by the magisterium. A Lead Missionary should be at least 21 years old, have passed insurance screening to drive missionaries in vehicles (and receive approval of Catholic Mutual Group to drive if under 23), and be up to date on all Archdiocesan Safe Environment certification standards. Lead Missionaries must also be present for the entire week of Love Begins Here, including overnight.

Principle Activities

- Actively participate in LBH programming at all times they are on the mission field.
- Monitor the physical, emotional, and spiritual needs of missionaries and encourage their growth.
- Provide a safe environment for all missionaries, with special attention paid to safety in the car and at the work site, abiding by all laws throughout your time on LBH.
- Attend daily, early morning Lead Missionary meetings.
- Along with other Lead Missionaries, oversee the wake-up and bedtime routine for teen missionaries.
- Accompany teens through morning routine: eating breakfast, packing lunches, and preparing for the day.
- Coordinate the supplies being taken to and from the LBH trailer for their car group.
- Enthusiastically follow the instructions and group checklists on the work orders during the work day.
- Provide supervision for missionaries during pool and shower times.
- During meals, service, car trips, and group times, engage teen missionaries in conversation and games.
- Lead (or co-lead) nightly parish time.

In general, Lead Missionaries are held to higher standards than typical “chaperones” so as to best form the next generation of servant-hearted teen missionaries.

LBH 2021 Registration

Registration opens Monday, February 1.

- All registration will be completed online through the Archdiocese. When the links go live, we will send all parish group leaders the links to register.
- There will be separate registration links for Teen Missionaries and Lead Missionaries.
- We are hoping to have a fully electronic registration process with no printed forms. However, we are still working out details.

Your parish spots for LBH2021 will be reserved until Friday, March 26.

- Your families will be able to register for your parish spots during these eight weeks.
- Once your parish spots are filled, families who register will be placed on a wait list.
- Regular updates will be sent to you every 2 weeks with all missionaries (Teen and Lead) who have completed registration along with any on your waiting list.
- When your parish spots are filled, we will check-in with you to see if you would like to expand your parish spots (you must also be willing to recruit extra Lead Missionaries to account for those extra spots).
- After March 26, we *may* reallocate some of your unused parish spots to parishes with wait lists. This will depend on how many spots you have filled and how long our wait list is. For instance, if you have 20 parish spots and fill 16 by March 26, we will likely not reallocate spots. If, however, you have 20 spots and have only filled 5, we may reallocate several (not all) of those remaining spots.
- Spots will be reallocated on a rolling basis after March 26 based on demand for remaining spots. We will inform you via email if any of your spots will be reallocated.

Registration will close on Friday, May 21 for LBH2021.

Parish Invoices

- Recognizing that every parish budgets for mission trips differently, missionaries will not pay the Archdiocese directly. Instead, for each teen missionary spot filled, we will invoice your parish the appropriate amount (\$150 for a high school week, \$120 for a middle school week).
- Your parish will be responsible for collecting fees from your missionaries. This might include extra funds for vehicle rental, gas, discounts for fundraising, etc.
- **A priority of Love Begins Here is its accessibility, not only in location but also in cost. We urge all our parishes to get creative to keep the cost to attend LBH as low as possible through fundraising or budgeted parish support. It would be ideal for all missionaries to pay as close to the actual price (\$150/\$120) as possible or less.**
- An initial invoice will be sent to your parish on March 26 for spots filled at that time. A second invoice will be sent out when registration closes for any remaining spots your parish fills.
- Invoices will be due by Friday, June 4, 2021.

Pandemic Concerns and Timeline

Unfortunately, the COVID-19 pandemic is still a reality that we must navigate for this coming summer. We are confident that, no matter what the situation or particular policies might be in the Archdiocese this summer, Love Begins Here will be able to offer a unique, Christ-centered experience of service for our teens. At the same time, we must acknowledge that things might not go according to plan or our “preferred” plan. Below are several things to consider and know as you continue to plan LBH for your teens.

What you can expect this summer

- We will follow all Archdiocesan policies related to social distancing, mask-wearing, etc. that are in place on the week of each trip.
- We have capped our attendance to a manageable number each week, aiming for 75 missionaries (teen and adult) or fewer each week.
- All missionaries will complete a health screen before joining the mission field.
- For overnights (if possible), missionaries will sleep at least 6 feet apart; we will windows open and fans to circulate air flow throughout the night.
 - Teen missionaries who live a reasonable distance (20 minutes or less) from host sites will be invited to sleep at home each night, provided that they are able to keep to our daily schedule.
- Special attention to sanitizing daily of program spaces and tools
- We are prioritizing finding work close to each host site in order to limit driving time. An emphasis will also be placed on outdoor work and work that can be done while social distancing.
- Programming will be designed to work well outdoors to enable easier distancing.
- Love Begins Here staff will undergo regular health screenings and follow strict protocol for sanitizing, social distancing, etc.

Decision Timelines & Overnights

It is possible that, due to the pandemic, overnight trips will not be a prudent course of action this summer. If that is the case, Love Begins Here is committed to adapting and providing an alternate version of our programming. Other dioceses successfully made this transition in 2020 and we are confident we can do the same. This may result in a more parish-based or regional LBH experience. **We plan on making a final decision of what LBH looks like in 2021 by April 30, 2021.** If a change in format must take place, we will work hard to work with your parish to ensure a meaningful experience for your teens. We appreciate your openness and commitment to making those necessary changes if they are needed!

Refund Policy for 2021

In general, we never want finances to be an issue for any parish or family, and we certainly do not want it to be a source of anxiety this summer with so much uncertainty. We will strive to work with any family who requests a refund for this summer, with a few guidelines:

- Full refunds will be given at any point to a family, through the FIRST day a session begins, for a cancellation due to illness (including COVID-19 diagnosis), health department direction to quarantine because of COVID-19 exposure, injury, or a family emergency.

- Cancellations through May 20 will be reflected in your parish's final invoice. After May 21, your parish will be responsible for paying for all registrations on file. Your parish may choose to refund a family after this date, but their registration will be invoiced to your parish.
 - To be clear, a family choosing to cancel because they are uncomfortable with our decision regarding the path we follow, they decide they just aren't up for it, their kids' friends drop out, etc. would all NOT be cause for refunds from Love Begins Here if they occur after May 21, and your parish will still be invoiced for those spots.