

**Archdiocese of Baltimore
Division of Youth & Young Adult Ministry
410-547-5370**



HIGH  **LI**
HIGH SCHOOL LEADERSHIP **INSTITUTE**

Sponsor Information 2010

PROGRAM PHILOSOPHY

The High School Leadership Institute (High-LI) is an annual week long summer leadership development program in the Archdiocese of Baltimore. It is held at the Monsignor O'Dwyer Retreat House in Sparks, Maryland. Catholic youth, entering grades 10 to 12 in the next school year., have the opportunity to live and pray in community while learning how to be more competent and effective leaders in their parishes and schools.

High-LI offers formation in three distinct leadership tracks:

Acts 29 (formal/prophetic ministry)

Source and Summit (liturgical ministry)

Emmaus (Peer Ministry).

Each track provides opportunities to learn ministry specific skills, as well as, develop communication competency, explore motivations for ministry and grow spiritually.

During the 7 day program each participant is given the chance to practice what they are learning under the guidance and encouragement of professional youth and campus ministers.

The challenging question each High-LI participant should be asking each day of the program is “How will what I am learning benefit my school or parish and make me a more competent leader?”



ONE PROGRAM

Three Tracks

ACTS 29

Formal/Prophetic Ministry

Acts 29 prepares young people who have been called to formal leadership roles in their parish and schools to be prophetic leaders.

Participants in this track will have specific formation in :

- ⇒ Styles of Leadership
- ⇒ Organization
- ⇒ Time & Stress Management
- ⇒ Empowering Others
- ⇒ Large Group Facilitation
- ⇒ Program Planning
- ⇒ Problem Solving

EMMAUS

Peer Ministry

Emmaus prepares young people who have been called to peer ministry to walk with their peers as servant leaders.

Emmaus participants will have specific formation in:

- ⇒ Small Group Facilitation
- ⇒ Sharing Our Story/Witness Talks
- ⇒ Planning Ice Breakers and Warmers
- ⇒ Decision Making
- ⇒ Pastoral Care of Self and Others
- ⇒ Retreat Skills

SOURCE AND SUMMIT

Liturgical Ministry

Source and Summit prepares young people who have been called to liturgical roles in their parishes and schools to be servant leaders.

Source and Summit participants will have specific formation in:

- ⇒ How to plan a liturgy
- ⇒ Understanding of prayer and worship
- ⇒ Signs and Symbols
- ⇒ Types of liturgical Music
- ⇒ Styles/Origins of Prayer and Devotions



ABOUT THE PROGRAM...

General Skills

Although participants will be spending a lot of time in track specific workshops, there are some general skills that the entire High-LI community will learn. These skills include: communication, managing stress, handling success and failure, evaluating and care for self.

Community Day

One of the unique qualities of High-LI is that everything that the young people learn is put into practice that week. Therefore, in learning to be a servant leader, young folks will have the opportunity to do direct service at a designated site.

Public Speaking Practicum

Each participant will have to successfully complete a public speaking assignment. The assignments are track specific and will be given to participants prior to their orientation. It is expected that participants will come to High-LI with their public speaking assignment completed. There is no time for participants to “write” their speeches at High-LI. Sponsors should work with their young people on this assignment. There is a new approval process which is explained in the “Frequently Asked Questions” section of this brochure. This information will also be sent to sponsors as part of the registration process.

Base Communities

Each High-LI participant will be assigned to a Base Community. This “Circle of Friends” reminds participants that ministry is never a “solo” event. In this safe circle, the young people are able to process their daily experience with others.



WHO DO YOU SEND?

SEND YOUNG PEOPLE WHO ARE:

HAVE A DESIRE TO SERVE

COMMITTED

EXCITED

HAVE GREAT ATTRIBUTES

WILL USE WHAT THEY LEARN AT PARISH OR SCHOOL

- ✓ High LI participants should be young people of integrity
- ✓ High LI Participants need a certain level of maturity. This includes being mature enough to be away from home for 7 days and live as part of a community.
- ✓ High LI participants should have the ability to listen to other people's input and work in groups.
- ✓ High LI participants should have a positive attitude towards accomplishing goals, and be able to ask others for help when needed.
- ✓ High LI participants should be interested in furthering their personal growth! Send those who are truly interested in deepening their skills and their faith.
- ✓ High-LI participants should be able to acknowledge their strengths and work on their weaknesses.

**Think outside the box when considering who to send – Look at Scouts,
Liturgical Ministers, Athletic programs, Religious Education, etc.**

SPONSOR RESPONSIBILITIES

Before High-LI

1. Talk about expectations

Discuss the program expectations! The components of High-LI should not be a surprise to potential participants. Also discuss what leadership skills you expect them to acquire or develop while on High-LI.

2. Discuss any hesitations

Give the young person the opportunity to discuss any hesitations he or she may have about High-LI, especially hesitations about the work load, being away from home, etc. Based on this conversation and the young person's ability to work through these hesitations, decide whether or not High-LI would be a good program for this young person.

3. Assist them in formulating their public speaking practicum

Each track has specific guidelines for the public speaking practicum. Acts 29 participants must write a formal speech; Emmaus participants must write a witness talk and Source and Summit participants must write petitions, prepare a scripture reading and a psalm response.

4. Practice with them

Work with your young person in practicing their public speaking assignment. Make sure that they have not only what is required for High-LI but also what they would need to use this material at your parish or school.

5. Public Speaking Practicum Approval

Sponsors are asked to approve the young person's public speaking assignment. Once you have worked with the young person to formulate their assignment, please have the student submit an electronic copy to you. Please then forward that electronic copy in an e-mail to the designated High-LI staff member with an e-mail note of your approval. If you would like speech to remain the same for use in your parish or school please note in the e-mail that the speech should be delivered "as is". In these cases we will work on delivery and presentation skills but will not rewrite the speech. If you are open to changes in content for your young person's speech please note in the e-mail that "changes ok". This will let their public speaking coaches know that there is room and openness to changes.

6. Discuss your post-High-LI expectations

Make sure that your young person is aware of your expectations of them once they return.

SPONSOR RESPONSIBILITIES

During High-LI

1. Come Visit

Sponsors are invited to come visit and stay for liturgy and/or a meal. We ask that you call the session director to arrange visit..

2. Send Mail

Notes of encouragement are always welcome. Be sure to have other members of the parish staff, youth group and congregation to write also.

3. Pray

It goes without saying that it is important for you to pray for your young person and the rest of the High-LI community. Perhaps you can have an intentional petition mentioned during mass that week..

4. Care Packages

Care packages with small stress relief toys, snacks, and small gifts are always welcome. The more care packages and letters you can send the better.

5. Attend the Closing Liturgy

The closing liturgy is the climax of the High-LI experience. All are welcome to come celebrate with the young people completing this program.

SPONSOR RESPONSIBILITIES

After High-LI

After High-LI is over you want to schedule at least three meetings with your young person.

◆ **Meeting # 1 (within a few weeks after High-LI is over)**

At this first meeting your job is to listen. The young person will want to talk about the experience. This is a good time to help him or her debrief! Ask about the people they met and want to keep in touch with. What new ideas do they have for applying what they have learned? (This does not mean that their every idea will be implemented but you want to give them the opportunity to voice them!) Ask the young person to think of two or three ways they plan to continue their leadership and ministerial formation (classes/workshops/personal prayer).

Note: If they have no new ideas and only want to talk about their new friends, you may want to ask some leading questions about what they learned at High-LI.

◆ **Meeting # 2 (some time before mid-September; after you receive evaluation)**

You will need to review the participant evaluation. You will receive this by the end of August. Pay close attention to the affirmations and growing edges included in the evaluation. Take some time to think about how you can help the young person to address their growing edges. Arrange a second meeting to discuss the evaluation, the young persons formation plan and parish ministry participation. When discussing the evaluation – be sure to mention all of the affirmations first then deal with the growing edges (these will not be new to the participant) and help the young person come up with a creative plan to address them. Speak to him or her regarding their leadership role at the parish. Be clear about your expectations and needs.

◆ **Meeting # 3 (Sometime before Christmas)**

A few months later you may want to meet with the young person again to discuss how he or she is doing with their formation plan and ministry roles. This should be an official meeting where you have the opportunity to discuss what you have seen and how this young person has met the expectations outlined in the 2nd meeting. Be sure to affirm all of the wonderful things the young person is doing personally and as a parish leader. This may be a great opportunity to start talking to the young person about the possibility of being a peer for High-LI or Cornerstone.

FREQUENTLY ASKED QUESTIONS

1. If my young person does not get a spot this year will his or her deposit be returned?

The only time deposits are not returned is if the sponsor or parent pulls the young person from High-Li after he or she has been accepted. There is, of course, consideration given for any extraordinary circumstances. The sponsor and or parent will need to contact Margaret Brogden.

2. If my young person does not get a spot in his or her preferred track can I switch him to another track?

Each participant is asked to rank their track preferences. We try to accommodate their first choice. If that track is full, depending on the participants parish ranking, we will try to accommodate the second choice. What we do discourage and will not honor is sponsors calling and switching tracks just to get the young person in to the program.

3. Does every young person have to attend the High-LI orientation and interview?

Yes! The registration process is not complete until the young person has been interviewed. There is no exception to this rule.

4. My young person will receive a slot as long as I have sent in the registration and deposit and there is room on the preferred track and my young person has committed to an interview?

Yes and no! If there are any “red flags” during the interview process, in consultation with the sponsor and DYYAM representative, the young person may be asked to wait a year before attending.

5. Does my young person have to do the speaking practicum as assigned?

Yes. Each track has specific assignments for the practicum that are designed based on the holistic vision and comprehensive nature of the track. For Source and Summit each participant will be required to do three “speaking roles” including cantoring which does require singing. Participants are judged not on the quality of vocal ability but his/her ability to lead the assembly in prayer. Emmaus practicum topics are selected to compliment the track sessions and to provide prayer themes for the entire community throughout the week. If your young person is trying to find a way to make their assigned theme work with the needs of the parish, please have them contact the track leader to discuss ways to incorporate both.

FREQUENTLY ASKED QUESTIONS

6. How many participants can I send from my parish or school?

Each parish and school may submit up to 5 registrations but there is no guarantee that all five will be given a slot.

7. How many participants total can attend High-LI?

We only take 60 participants total. We try to take 20 per track.

8. Why does my young person need “Worthy of the Call” training before attending High-LI?

Part of our seven day experience is the opportunity to do direct service. Some of the sites require the training. Since we don't know which site participants will choose we require all of them to have this training.

9. Can parents send in the registration material without going through the parish or school?

No! All participants must have as a sponsoring agent, an Archdiocesan school or parish. The sponsor must sign the registration form and send it in as part of the school or parish packet.

10. Can non Catholics attend High-LI?

Yes, as long as they have a valid sponsor and understand that this is a Catholic program.

11. How soon do you need the sponsor recommendation form?

Ideally we would like the form and registration form to arrive at the same time. At the very least, the form is needed prior to the interview.

12. Can my young person leave High-LI early or arrive late due to personal reasons?

No! Unless there are extenuating circumstances, such as a death, all participants are expected to arrive and leave at the designated times.

SPONSOR CHECKLIST

Pre-Registration Period (March/April)

- Clarify leadership roles and identify young people who could benefit from additional leadership training for their identified role in your program.
- Ask potential participants to confirm dates with other commitments and expenses for summer (realizing participants need to be present all 7 days).
- Sponsor and participants discuss specific expectations of the participant when they return from High LI (Leading Confirmation Peers, Music group, Core Team, etc.)

Registration (April – early May)

- Have potential participants complete and submit application materials and fees to sponsoring parish so all applications can be assembled and submitted with sponsor recommendations and a single parish/school check before deadline.
- Sponsor ranks potential participants in the order you like to see them attend and on which track. Only indicate second or third track choices if you would be okay with them in that alternate track.

May

- Sponsor will receive confirmation of which candidates were accepted onto which tracks.
- Participants will receive confirmation of their acceptance and orientation dates. They will receive information about expectations for Public Speaking Practicum.
- Sponsors need to sit down with participants to review information so that both are clear on the expectations. In particular it is expected that sponsors will insure that participants arrive at High LI with a speech ready to deliver (according to track specifics) and have coached their writing from brainstorming through final edition.



SPONSOR CHECKLIST (CONT'D)

June

- Participants will attend orientation program with those materials expected by their track.
- Sponsors should be working with participants on their speech and other pre High LI expectations.

July

- Participants attend High LI.
- Sponsors are welcome to visit (in particular the closing liturgy) and encouraged to send letters/care packages.
- Pray for your young people at High LI.

August

- Participants should initiate meeting with sponsor to talk about their experience using the High LI Portfolio and evaluation. This is meeting one.

Fall

- Participants should be using their skills from High LI in specific ministries.
- Meeting two and three regarding follow up with High LI participants.