RECOMMENDED GUIDELINES FOR PREPARING LITURGY

After the planning team has been formed on a solid foundation of Liturgical study, prayer and awareness of the community, establish a liturgy planning process based on:

+the liturgical seasons/Sundays

+the commitment to the teachings of Vatican II

+ the gifts of the members of the community

+the identity of the local church

- 1. Select the feast/seasons
- 2. Read the Lectionary selections for the event
- 3. Read the prayer texts of the /Sunday/feast
- 4. Read through some of the commentaries and music guides
- 5. Consider the kind of music that would serve the event
- 6. Read through the texts of the songs to see if they support the scripture and the prayers
- 7. Find out what is going on in the life of the parish/diocese/neighborhood, who is sick, who is in need, who is rejoicing.
- 8. Complete the planning worksheet
- 9. Share the plan with all of the ministers affected by it.
- 10. Pray for the parish community
- 11. Pray for the leaders of the community
- 12. Pray for yourselves as planners of this most holy work.
- 13. Rehearse when necessary.
- 14. Evaluate the effort for continuity.

Was it theologically, pastorally and liturgically *correct*? Did the liturgy preparation process help the people pray???

Liturgy Planning Resources

The following resources are necessary tools for those who prepare the Liturgy for Sundays.

LITURGY DOCUMENTS

The Roman Missal (Lectionary and Sacramentary)

The Liturgy Documents: A Parish Resource, Volume IV – LTP, Chicago Constitution on the Sacred Liturgy General Instruction on the Roman Missal Sing to the Lord: Guidelines for Music in Catholic Worship Ceremonial for Bishops Introduction to the Lectionary (see the front section of the Lectionary for this resource)

The Rites of the Catholic Church

Infant Baptism, Marriage, Penance, Anointing of the Sick, Confirmation Rite of Christian Initiation of Adults, Holy Orders, Dedication of a Church and Altar

Book of Blessings/Bendiciones Built of Living Stones: Guidelines for the Building and Renovation of Churches (USCCB)

PLANNING AIDS

Sourcebook for Seasons and Sundays (Liturgy Training Publications, Chicago) Workbook for Lectors (Liturgy Training Publications, Chicago) [E, S] Living Liturgy (The Liturgical Press, Collegeville, MN)

PERIODICALS

Pastoral Liturgy, Liturgy Training Publications, Chicago) *AIM: Liturgy Resource Magazine* (JS Paluch, Schiller Park) *Today's Liturgy* and *Liturgia Y Cancion* (Oregon Catholic Press, Portland) *Catechumenate* (Liturgy Training Publications, Chicago) *Ministry and Liturgy* (Resource Publications, San Jose CA)

OTHER READINGS

- Liturgy with Style and Grace by Gabe Huck and Gerald T. Chinchar, 1998 LTP Chicago
- The Mystery of Faith: A Study of the Structural Elements of the Order of Mass copyright FDLC (Oregon Catholic Press now sells their materials). In English and Spanish
- Guide for the Assembly by Cardinal Joseph Bernardin, 1997 LTP
- *Gather Faithfully Together: Guide for Sunday Mass* by Cardinal Roger Mahony, 1997 LTP (also has a video guide).
- Apostolic Letter, *Dies Domini*, (The Day of the Lord) by Pope John Paul II as published by LTP as "Guide to Keeping Sunday Holy," 1998.

WEB SITES

<u>www.usccb.org</u> (departments, Divine Worship) - United States Conference of Catholic Bishops is a resource for current liturgical documents (GIRM, RS, Norms for Holy Communion under Both Kinds in the United States) <u>www.fdlc.org</u> – Federation of Diocesan Liturgical Commissions. They have bulletin inserts and parish resources on liturgy and RCIA.

www.npm.org - National Pastoral Musicians Association,

www.ltp.org - Liturgy Training Publications offers many resources of the parish in English and Spanish.

www.wlp.org – JS Paluch/World Library Publications offers both music and missalette resources in English and Spanish.

www.giamusic.org - GIA Music offers music resources in English and Spanish

<u>www.ocp.org</u> – Oregon Catholic Press offers music and liturgy planning resources in English and Spanish <u>www.litpress.org</u> – The Liturgical Press, Collegeville, MN publishes both academic and pastoral resources for liturgy.

<u>www.swlc.org</u> – The Southwest Liturgical Conference. This is a regional conference which includes Tucson. They offer an annual Liturgy Study Week and bi-annual Hispanic Music Conferences in the region. Tucson is a member diocese.

And Furthermore...

When making preparations for Sunday and Seasonal liturgies keep in mind the following realities of your parish community:

RCIA Concerns

Where the RCIA process is being implemented, careful collaboration with directors, liturgists, musicians, planners, presiders and liturgical ministers will insure thee expected results in the celebration of the rites of initiation. The results will be well-prepared members of the Catholic community, both new and long-standing!

MUSIC and LITURGY

Music is vital part of the liturgical prayer of the people. It goes without saying that the musicians and liturgists work together, neither dominating, both co-laboring for the common good!

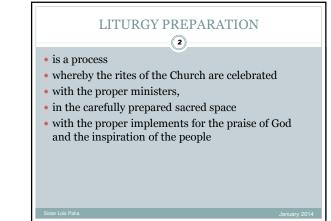
EVALUATION

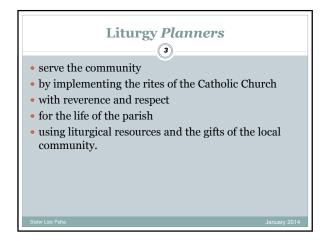
Evaluation is a necessary part of the planning process. Formal or informal evaluation offers information that will enhance the prayer life of the community. The key questions are: What worked that we surely want to do again? What didn't work that we want to be sure to improve or omit in the future?

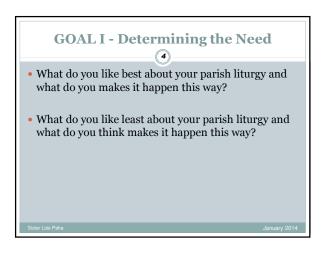
PLANNING AHEAD

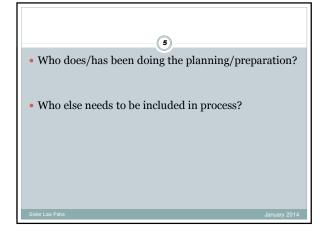
Avoid crisis-planning as far as possible. Empower many people in the planning process so that both the present concerns and the future needs can be addressed in a healthy and peaceful way

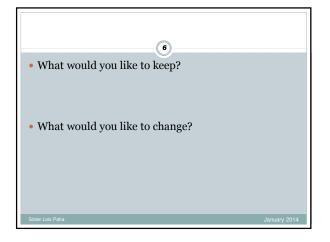


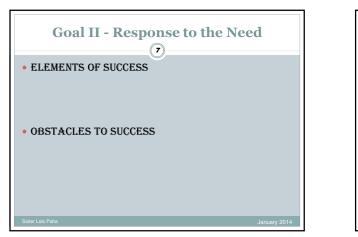


















Planning BASICS...

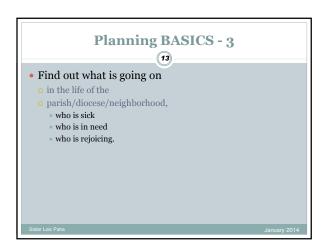
- Begin with the liturgical seasons/Sundays
- Know the teachings of the Vatican Council II
- Use the gifts of the community
- Know the local church
- Foster active participation of the assembly
- liturgy is a two-part celebration

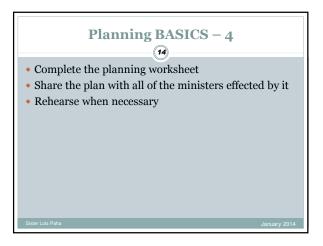
• Liturgy of the Word

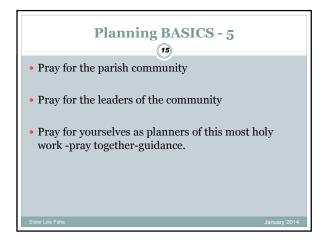
o Liturgy of the Eucharist

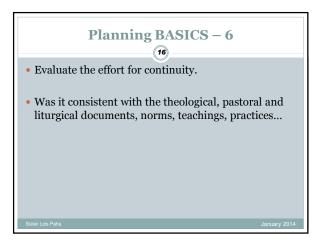
Planning BASICS - 2

- Read the Ordo Notes for the Sunday or feast
- Read the Lectionary selections for the event
- · Read the prayer texts of the Sunday/feast
- · Consider the music that would serve the event
- Read through the texts of the songs
- Select the songs that support the readings and feast
- Check websites (npm.org, ocp.org, wlp.org...)





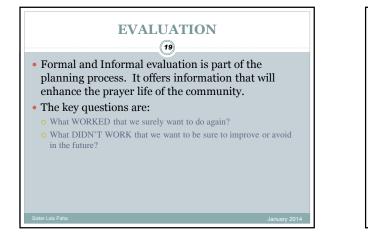


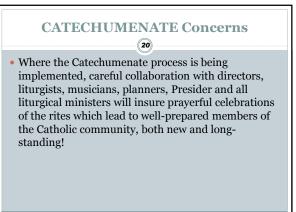


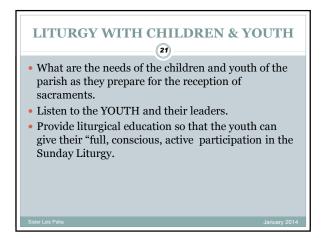
PLAN AHEAD

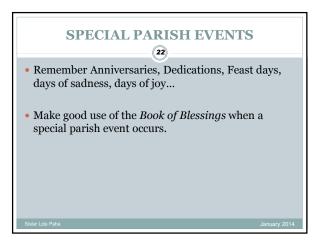
- Avoid crisis-planning as far as possible.
- Empower many people in the planning process so that both the present concerns and the future needs can be addressed in a healthy and peaceful way.











LITURGICAL PRAYER IS RITUAL PRAYER 23

- As a Christian people, we pray in common to God the Father of our Lord and Savior Jesus Christ.
- Be careful when making adaptations to any liturgical rite to retain the intent of the rite while adapting it to the particular circumstances.

The FINAL QUESTION

Did the Liturgy Preparation Process Help the People Pray?