



# Planning a Parish Evangelization Project (PEP)

A one-day door-to-door home  
visitation project

by  
Lisa Opatz  
Active Legionary since 2015  
President  
Our Lady Queen of All Saints Praesidium  
St. Mary of Sorrows Catholic Church  
Fairfax, VA

# The Legion of Mary praesidium will facilitate the PEP including:

1. Planning the Day
2. Providing experienced workers
3. Making the assignments
4. Ordering and preparing Hand-outs, Sacramentals, and Supplies
5. Explaining the Approach
6. Preparing Report to Pastor (from data collected by workers)

# 1. Planning the Day

Meet with pastor or spiritual director

Meet with pastor or spiritual director at least 2 months before the date of the PEP

- Pick a Date:
  - Saturday
  - Morning Mass
  - Church Hall availability
- Plan the schedule for the day
- Discuss responsibilities of parish and Legion, and possible assistance from other parish ministries:
  - Menu (and budget)\* for Breakfast
  - Menu (and budget)\* for Lunch
  - Catholic literature and sacramentals to be given out, and supplies (and budget)\*

\* Note: Funding of all PEP expenses is the responsibility of the parish, not the praesidium.

# 1. Planning the Day

## Schedule for the Day

9:00am	Morning Prayer
9:15am	Mass
10:00am	Sign-In / Breakfast / Prayer (Tessera-Opening Prayers and Rosary) / Training / Team Assignments
11:00am	Door-to-Door Visitation by Teams
1:00pm	Lunch
2:00pm	Tessera-Catena Wrap-Up Session (Teams report on visitation)
3:00pm	Tessera-Closing Prayers Conclusion

# 1. Planning the Day

## Menu and Budget for Breakfast & Lunch (to feed 70-80 volunteers)

### Breakfast Menu

	Jimmy Dean Breakfast Sandwiches (egg and sausage)
\$240	Yogurt (assorted flavors/individual servings)
Costco	Fruit (strawberry/blueberry/banana salad) grapes
(paid by	Mini Muffins (assorted flavors)
Parish)	Banana Bread
	Water bottles (4oz)
	Juice (bottled/orange)
\$0	Coffee (regular/decaf), cream, sugar
(provided	Tea (hot water)
by Parish)	Water (iced w/lemon)

### Lunch Menu

\$0	Burgers (grilled) w/buns, toppings and condiments
(donated,	Hot Dogs (grilled) w/buns, toppings and condiments
prepared,	Macaroni Salad
and	Potato Salad
served by	Baked Beans
KoC	Chips (assorted flavors/individual servings)
Council)	Soda (assorted flavors/individual servings)
	Dessert (cookies/assorted flavors)

## 2. Providing Experienced Workers Recruitment

- No experience required
- Teenagers under age 18, must be accompanied by adults
- Sign-up Form
  - electronic
  - paper
- Point of Contact
  - Announcement in Parish Bulletin
  - Announcement at Mass
  - Recruit legionaries from other praesidia
  - Expected results: average 40-50 volunteers (but could be more depending on date of event and recruitment effort)

# 2. Providing Experienced Workers

## Sign-Up Form (paper & electronic)



Parish Evangelization Event  
Saturday, August 4, 2018  
St. Mary of Sorrows Catholic Church  
5222 Sideburn Road, Fairfax, VA 22032

Join the Legion of Mary as we visit neighborhood homes and invite people to learn about St. Mary of Sorrows parish and the Catholic faith. No experience is necessary; training and meals will be provided.

### Schedule:

9:00 a.m. Morning Prayer

9:15 a.m. Mass

10:00 a.m. Breakfast / Training / Team Assignments

11:00 a.m. – 1:00 p.m. Home Visitation by Teams

1:00 p.m. Lunch

2:00 p.m. Teams Report on the Homes Visited

3:00 p.m. Conclusion

Send an email to the Legion of Mary if you require further information:

[09legionofmary15@gmail.com](mailto:09legionofmary15@gmail.com)

### Two ways to sign-up:

Register online: [www.stmaryofsorrows.org](http://www.stmaryofsorrows.org)

(click on “Web Link”, then click on “August 4th Evangelization Day Sign-Up Form”) or

Leave completed Sign-up Form (below) with a Legion of Mary member or with the Receptionist at the Worship Center

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### August 4, 2018 Parish Evangelization Event Sign-Up Form

Name: (first / last) -----

Telephone: (area code) number -----

Email: -----

I have a car and am willing to drive: Yes ----- No -----

I am an active member of the Legion of Mary: Yes ----- No -----

# 2. Providing Experienced Workers Sign-Up Form (electronic)

## Evangelization Day August 4, 2018

\* Required

St. Mary of Sorrows, 5222 Sideburn Road, Fairfax, VA 22032



### Door-to-Door Visitation

Help grow our parish family!  
Join the Legion of Mary as we visit neighborhood homes to talk about  
the Catholic faith,  
our parish,  
and to extend an invitation to visit our church.  
No experience is necessary.  
Training will be given by Fr. Peffley.  
Meals will be provided.

### Schedule

9:00 a.m. Morning Prayer  
9:15 a.m. Mass  
10:00 a.m. Breakfast / Training / Team Assignments  
11:00 a.m. - 1:00 p.m. Teams Visit Homes  
1:00 p.m. Lunch  
2:00 p.m. Teams report on the homes visited  
3:00 p.m. Conclusion

Send an email to the Legion of Mary if you require further information:  
[09legionofmary15@gmail.com](mailto:09legionofmary15@gmail.com)

### Registration

1. First Name \*

Your answer

2. Last Name \*

Your answer

3. Telephone (area code) and number \*

Your answer

4. Email \*

Your answer

2. Last Name \*

Your answer

3. Telephone (area code) and number \*

Your answer

4. Email \*

Your answer

5. I am an active member of the Legion of Mary \*

- ☐ Yes  
☐ No

6. I have a car and am willing to drive

- ☐ Yes  
☐ No

SUBMIT

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## 2. Providing Experienced Workers Sign-Up Form (electronic)

[Mass & Confession Schedule](#) | [Directions](#) | [Contact Us](#)

### Saint Mary of Sorrows Catholic Church

Fairfax, Virginia

Home Capital Campaign News About the Parish Schedules Ministries Bulletins  
Advertise in Our Bulletin Counseling Parish Giving Web Links

#### CAPITAL CAMPAIGN NEWS



#### SAINT MARY OF SORROWS

PARISH CENTER  
5222 Sideburn Road  
Fairfax, VA 22032  
(703) 978-4141  
Fax (703) 978-2568

[Novena to the Holy Spirit](#)

[Daily Readings](#)

[Formed](#)

[Knights of Columbus](#)

[Rosary Leader Signup](#)

[Legion Of Mary](#)

- [August 4<sup>th</sup> Evangelization Day Sign-Up Form](#)

[Marian Homes](#) – A Council 8600 sponsored program to provide housing for the intelligently disabled.

Example E-Day Responses

File Edit View Insert Format Data Tools Add-ons Help All changes saved in Drive

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	A	B	C	D	E	F	G	H	I
1	Timestamp	1. First Name	2. Last Name	3. Telephone (area code) and number	4. Email	5. I am an active member of the Legion of Mary	6. I have a car and am willing to drive		
2	6/21/2018 10:10:26	Frank	Duff	(000) 000-0000	email from form	Yes	No		
3	6/21/2018 20:49:35	Alfie	Lambe	(000) 000-0001	email from form	Yes	No		
4	6/21/2018 21:48:18	Edel	Quin	(000) 000-0002	email from form	Yes	No		
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Sheet1

Type here to search

1:39 PM 10/29/2018

## 2. Providing Experienced Workers Nametags



Avery product 88395 using Avery template 5395

1 pkg of 20 adhesive sheets (8 badges/sheet) \$32.99

Photo of Church

Name of Church

Volunteer's first name (large font)

Volunteer's last name (smaller font)

## 2. Providing Experienced Workers Point of Contact



Parish Evangelization Event  
Saturday, August 4, 2018  
St. Mary of Sorrows Catholic Church  
5222 Sidburn Road, Fairfax, VA 22032

Join the Legion of Mary as we visit neighborhood homes and invite people to learn about St. Mary of Sorrows parish and the Catholic faith. No experience is necessary; training and meals will be provided.

### Schedule:

9:00 a.m. Morning Prayer  
9:15 a.m. Mass  
10:00 a.m. Breakfast / Training / Team Assignments  
11:00 a.m. – 1:00 p.m. Home Visitation by Teams  
1:00 p.m. Lunch  
2:00 p.m. Teams Report on the Homes Visited  
3:00 p.m. Conclusion

Send an email to the Legion of Mary if you require further information:

[09legionofmary15@gmail.com](mailto:09legionofmary15@gmail.com)

Two ways to sign-up:

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(click on “Web Link”, then click on “August 4th Evangelization Day Sign-Up Form”) or

Leave completed Sign-up Form (below) with a Legion of Mary member or with the Receptionist at the Worship Center

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### August 4, 2018 Parish Evangelization Event Sign-Up Form

Name: (first / last) -----

Telephone: (area code) number -----

Email: -----

I have a car and am willing to drive: Yes ----- No -----

I am an active member of the Legion of Mary: Yes ----- No -----

## 2. Providing Experienced Workers Announcement in Parish Bulletin (weekly for 4 weeks prior to event)

**Evangelization Day August 4<sup>th</sup>  
Door-to-Door Visitation**



Image courtesy of Sharon Connolly

Help grow our parish family!  
Join the Legion of Mary as we visit neighborhood homes to talk about the Catholic faith, our parish, and to extend an invitation to visit our church. No experience is necessary. Training will be given by Fr. Peffley. Meals will be provided.

**Schedule**

9:00 am Morning Prayer; 9:15 am Mass  
10:00 am Breakfast / Training / Team Assignments  
11:00 am - 1:00 pm Teams Visit Homes  
1:00 pm Lunch  
2:00 pm Teams report on the homes visited  
3:00 pm Conclusion

**Registration**

Please visit St. Mary's website: [www.stmaryofsorrows](http://www.stmaryofsorrows) and click Web Links (on the blue bar) and then scroll down to click on Legion of Mary for easy online registration.

Please send an email to the Legion of Mary if you require further information, [09legionofmary15@gmail.com](mailto:09legionofmary15@gmail.com).

## 2. Providing Experienced Workers

### Announcement at Mass

(made by Legionary 1 week before event at every Mass)

St. Mary of Sorrows PEP, August 4, 2018

Volunteer Recruitment Speech to be read at all weekend Masses after Communion:

Hello, my name is Lisa Opatz, and I am a member of the Legion of Mary. On Saturday, August 4 our parish will conduct an Evangelization Event. We need volunteers and I am asking for your help. Volunteers will go out in teams of 2 and each team will visit about 20 homes in neighborhoods around the Parish Center.

We will invite people we meet to learn about St. Mary of Sorrows parish and the Catholic faith. To everyone we meet we will offer a packet containing literature about the Catholic faith, a church bulletin, and an invitation from Fr. Barkett to get to know us.

We anticipate meeting other Catholics who are active in the faith, and some who might be inactive for one reason or another. We will also meet people of other faiths, and people who are non-religious. Our approach to all those we meet will be that of charity and respect. And speaking from experience most will accept the packet and appreciate our stopping by.

No experience is necessary to volunteer as Fr. Peffley will conduct a training session before we go out. Also, we will pair up non-experienced volunteers with members of the Legion of Mary and others who have experience in this type of door-to-door visitation.

We will begin the day of the Evangelization Event by attending Mass at 9:15am here in the Worship Center. After Mass we will gather in Farrell Hall for breakfast which the parish will provide for us. Fr. Peffley will conduct a training session. We will team up (1 non-experienced volunteer paired up with 1 experienced volunteer). We will then go out to visit homes. When we return (about 90 minutes later) the Knights of Columbus will treat us to lunch. At the close of our Evangelization Event we will have a brief wrap-up session which will end by 3pm.

I will be at the Legion of Mary table in the vestibule after Mass to answer any questions you may have about the Evangelization Event; and, if you'd like to sign up to volunteer, you can do so at the table. You can also sign-up electronically by visiting the parish website. See today's bulletin for instructions. Thank you for considering being a part of this important community outreach.

**Legionaries man sign-up table after all Masses with paper copies of Sign-up Form and pens**

### 3. Making the Assignments

- Choose a work assignment sheet based on the information your pastor or spiritual director wishes to be compiled
  - Customize (make your own)
    - House numbers and Street names
  - Standard Legion Door-to-Door Visitation
    - Street names with odd/even house numbers
- Using map of parish boundaries, select areas/ neighborhoods close to church (to reduce travel time by volunteers)
- Create each work assignment by listing 25 homes or 40 townhomes and attach corresponding map
  - Assign a number to each assignment sheet and corresponding map
- Create enough work assignments for volunteers teaming up in 2s (and 5-10 extras for last minute volunteers)

# 3. Making the Assignments

## Customized Work Assignment Sheet

St. Mary of Sorrows Catholic Church, 5222 Sideburn Road, Fairfax, VA 22032  
Evangelization Day August 4, 2018 - Work Assignment and Tally Sheet (12)

Team Member Name (First/Last): \_\_\_\_\_ Team Member Name (First/Last): \_\_\_\_\_

Address	# of Contacts	Active Catholic	Inactive Catholic	Interested Non- Catholic	Follow-up Name/Phone #	Comments						
						RCIA	CCD	Sacrament		Shut-In	Bereave	Priest/Reason
								Adult	Child			
(1) 5127 PORTSMOUTH ROAD												
(2) 5125												
(3) 5123												
(4) 5121												
(5) 5119												
(6) 5117												
(7) 5115												
(8) 5113												
(9) 5111												
(10) 5112												
(11) 5114												
(12) 5116												
(13) 5118												
(14) 5120												
(15) 10700 BUCKINGHAM ROAD												
(16) 4931 PRINCESS ANN COURT												
(17) 4927												
(18) 4923												
(19) 4919												
(20) 4922												
(21) 4926												
(22) 4930												
(23) 10707 BUCKINGHAM ROAD												
(24) 10703												
(25) 10701												
Total												

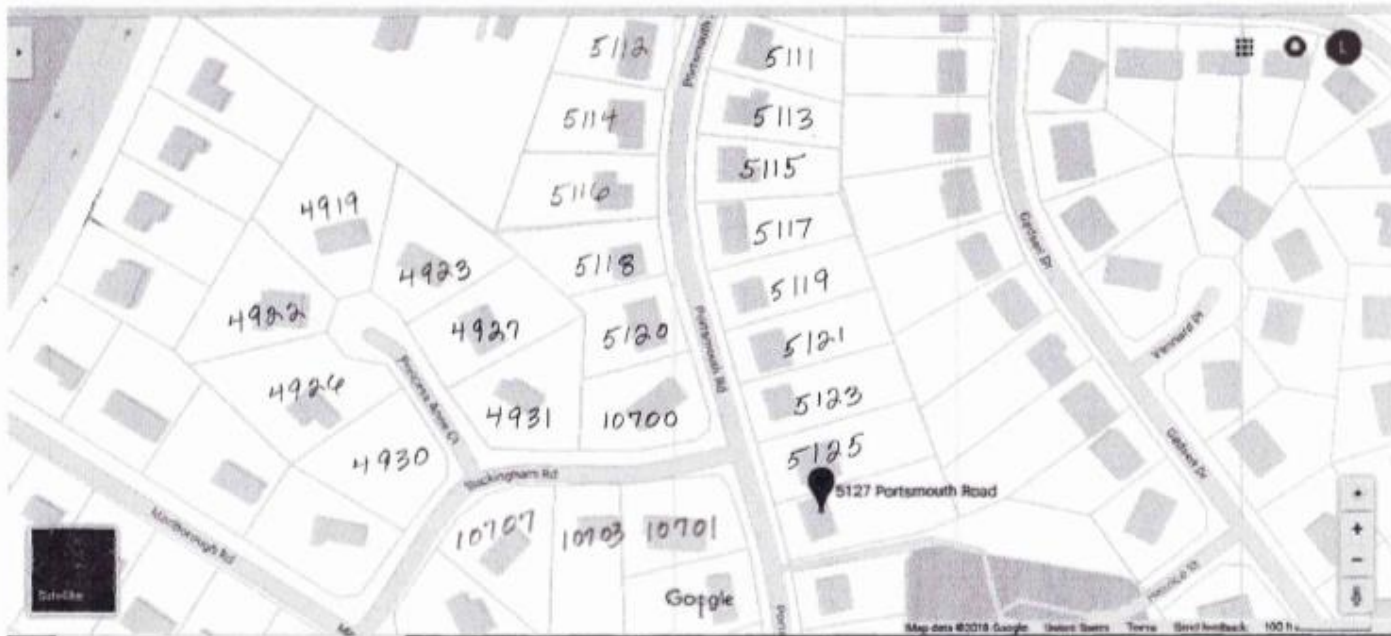


# 3. Making the Assignments

## Map of Customized Work Assignment Sheet

AUGUST 4, 2018

WORK ASSIGNMENT 12: 5127 PORTSMOUTH ROAD





# 3. Making the Assignments

## Customized Work Assignment Sheet and corresponding Map

St. Mary of Sorrows Catholic Church, 5222 Sideburn Road, Fairfax, VA 22032  
Evangelization Day August 4, 2018 - Work Assignment and Tally Sheet (12)

Team Member Name (First/Last): \_\_\_\_\_ Team Member Name (First/Last): \_\_\_\_\_

Address	# of Contacts	Active Catholic	Inactive Catholic	Interested Non-Catholic	Follow-up Name/Phone #	Comments					
						RCIA	CCD	Sacrament Adult	Shut-In Child	Bereave	Priest/Reason
(1) 5127 PORTSMOUTH ROAD											
(2) 5125											
(3) 5123											
(4) 5121											
(5) 5119											
(6) 5117											
(7) 5115											
(8) 5113											
(9) 5111											
(10) 5112											
(11) 5114											
(12) 5116											
(13) 5118											
(14) 5120											
(15) 10700 BUCKINGHAM ROAD											
(16) 4931 PRINCESS ANN COURT											
(17) 4927											
(18) 4923											
(19) 4919											
(20) 4922											
(21) 4926											
(22) 4930											
(23) 10707 BUCKINGHAM ROAD											
(24) 10703											
(25) 10701											
Total											

# 3. Making the Assignments

## Standard Legion Door-to-Door Visitation Work Assignment Sheet

Street: Burr Oak  
 Date: 3/11/10 Team: \_\_\_\_\_

House #	Contacts	Non-Cath.	Act. Cath.	Reg. St. M.	Inact. Cath.	Follow-up	Comments
1. 10723							
2. 1 21				1			
3.				1			Spanish
4. 43		1					
5. 1080			(2)		1		Teen Parents
6. 10801		1					Jewish
7.		1					Methodist
8. 11				1			
9. 105 13							
10.		1					Episcopal
11.	1	1					Wife Cath / 1st
12.							
13. 10827	1						Baptist / Hindu
14.	1						Jewish
15.	1				1		Lutheran
16.	1						Roman Cath / Methodist
17.	1				1		Baptist
18.	1 child				3		Lutheran
19. 41							
20. 1	1						No cath
20. 1	1						No cath
Totals				3 32			
House #	Contacts	Non-Cath.	Act. Cath.	Reg. St. M.	Inact. Cath.	Follow-up	Comments
16							

Notes:

Street: \_\_\_\_\_  
 Date: \_\_\_\_\_ Team: \_\_\_\_\_

House #	Contacts	Non-Cath.	Act. Cath.	Reg. St. M.	Inact. Cath.	Follow-up	Comments
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
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13.							
14.							
15.							
16.							
17.							
18.							
19.							
20.							
20.							
Totals							
House #	Contacts	Non-Cath.	Act. Cath.	Reg. St. M.	Inact. Cath.	Follow-up	Comments

Notes:

## 4. Ordering and preparing Hand-outs, Sacramentals, and Supplies

- Parish-specific
  - Parish Bulletin (week of event)
  - FORMED program
  - Capital Campaign or parish-specific event
  - Letter from Pastor (create your own)
- Catholic Literature (pamphlets)
  - Infinite Value of the Holy Mass  
\$7.00 for 50 pack from [shopmercy.org](http://shopmercy.org)
  - A Guide to Confession  
\$2.50 for 50 pack from KoC
  - Top 10 Questions Catholics are Asked  
\$13.50 for 50 pack from Lighthouse / Augustine
  - Top 10 Reasons to Come Back....  
\$13.50 for 50 pack from Lighthouse / Augustine

## 4. Ordering and preparing Hand-outs, Sacramentals, and Supplies

- Blessed Sacramentals\*
  - Rosary and pamphlet entitled “Pray the Rosary Daily”  
\$22.50 for 50 pack from Arlington Regia
  - Miraculous Medal w/leaflet 50 pks  
Chain \$20.00; Medal \$10; Leaflet \$2.50  
from Arlington Regia
- Paper Tote Bags
  - \$7.49 for 12 pack (8x10.25x4.25) from Joann Fabrics
- Clear Bags
  - \$2.30 for 100 pack 6x12+Hangar (6x15) from Clearbags.com, product DK5
- Work Assignment Sheet and Map
- Pens

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\* Have all Sacramentals blessed before distribution

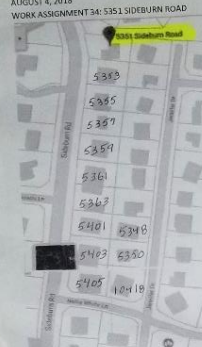


# 4. Ordering and preparing Hand-outs, Sacramentals, and Supplies

St. Mary of Sorrows Catholic Church, 5222 Sideburn Road, Fairfax, VA 22032  
Evangelization Day August 4, 2018 - Work Assignment and Tally Sheet (34)

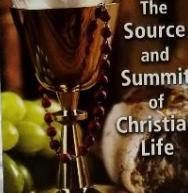
Team Member Name (First/Last)	Address	# of Contacts	Active Catholic	Inactive Catholic	Interested Non-Catholic	Follow-up Name/Phone #	Comments
(1) 5351 SIDEBURN ROAD							
(2) 5353							
(3) 5355							
(4) 5357							
(5) 5359							
(6) 5361							
(7) 5363							
(8) 5401							
(9) 5403							
(10) 5405							
(11) 10418 NELLE WHITE LANE							
(12) 5350 JENNIFER DRIVE							
(13) 5348							
(14) 5401							
(15) 10418 PEARL STREET							
(16) 10416							
(17) 10414							
(18) 10415							
(19) 10417							
(20) 10412							
(21) 5400 JENNIFER DRIVE							
(22) 5404							
(23) 5406							
(24) 5408							
(25) 5410							
Total							

AUGUST 4, 2018  
WORK ASSIGNMENT 34: 5351 SIDEBURN ROAD



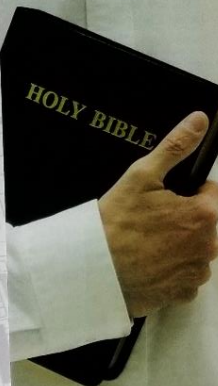
**THE INFINITE VALUE OF THE HOLY MASS**

The Source and Summit of Christian Life



**TOP TEN Questions Catholics Are Asked**

**HOLY BIBLE**





**A Guide to Confession**

PREPARING FOR RECONCILIATION

In the Sacrament of Reconciliation (Confession), we encounter Jesus Christ, who after rising from the dead breathed the Holy Spirit on his Apostles — the first priests — and gave them the power to forgive sins in his name (Jn 20:23). The Heart of Christ burns with love for us and he wants us to express our love and gratitude and unfeigned mercy by confessing our sins and receiving his forgiveness. This Sacrament gives us the consolation of God's pardon and strengthens our relationship with Christ and his Church.

**St. Mary of Sorrows Catholic Church**

We came by to extend a personal greeting

**Saint Mary of Sorrows Church**

Parish Center • 5222 Sideburn Road • Fairfax, VA 22032  
Historic Church • Fairfax Station Road & the Blvd (Corner 193) • Fairfax Station, VA 22039  
Phone 703-978-4441 • FAX 703-978-4558 • Website www.stmaryofsorrows.org

**IT'S TIME TO BUILD**  
St. Mary of Sorrows Catholic Church

**BREAD OF LIFE**

St. Mary of Sorrows is a caring Catholic community dedicated to living the Gospel of Jesus Christ.

Listen in the Word of God. Unleash our life from the Liturgy. Promote the society of life. Preach the good news of the Gospel. Serve others in a spirit of unity. Spread through education. Grow in holiness and promoting social justice.

**Weekend Mass Schedule**  
Sundays 8:00 am, 9:00 am, 10:00 am, 11:00 am, 12:00 pm  
Sundays 7:00 am, 8:00 am, 9:00 am, 10:00 am, 11:00 am, 12:00 pm  
Sundays 8:00 am, 9:00 am, 10:00 am, 11:00 am, 12:00 pm

**Daily Mass Schedule**  
Mondays 8:00 am, 9:00 am, 10:00 am, 11:00 am, 12:00 pm  
Tuesdays 8:00 am, 9:00 am, 10:00 am, 11:00 am, 12:00 pm  
Wednesdays 8:00 am, 9:00 am, 10:00 am, 11:00 am, 12:00 pm  
Thursdays 8:00 am, 9:00 am, 10:00 am, 11:00 am, 12:00 pm  
Fridays 8:00 am, 9:00 am, 10:00 am, 11:00 am, 12:00 pm  
Saturdays 8:00 am, 9:00 am, 10:00 am, 11:00 am, 12:00 pm

**Parish Center Summer Office Hours**  
Mon - Fri 8:00 am - 4:00 pm  
Sat 8:00 am - 12:00 pm  
Sun 7:00 am - 12:00 pm

**Registration**  
Please register at the Parish Center Office to use all services before you receive our sacraments and to join for the future.

**Inquiry (R.C.I.A.)**  
Please call Linda O'Brien, 703-978-4441, ext. 111, or make an appointment with Fr. Burke.

**Parish Council**  
Gloria Galt, Ann Brennan, Thomas Lee, David Lopez, Patrick Tabor

**Travelers: www.Homestead.org**

**TOP TEN Reasons to Come Back to the Catholic Church**



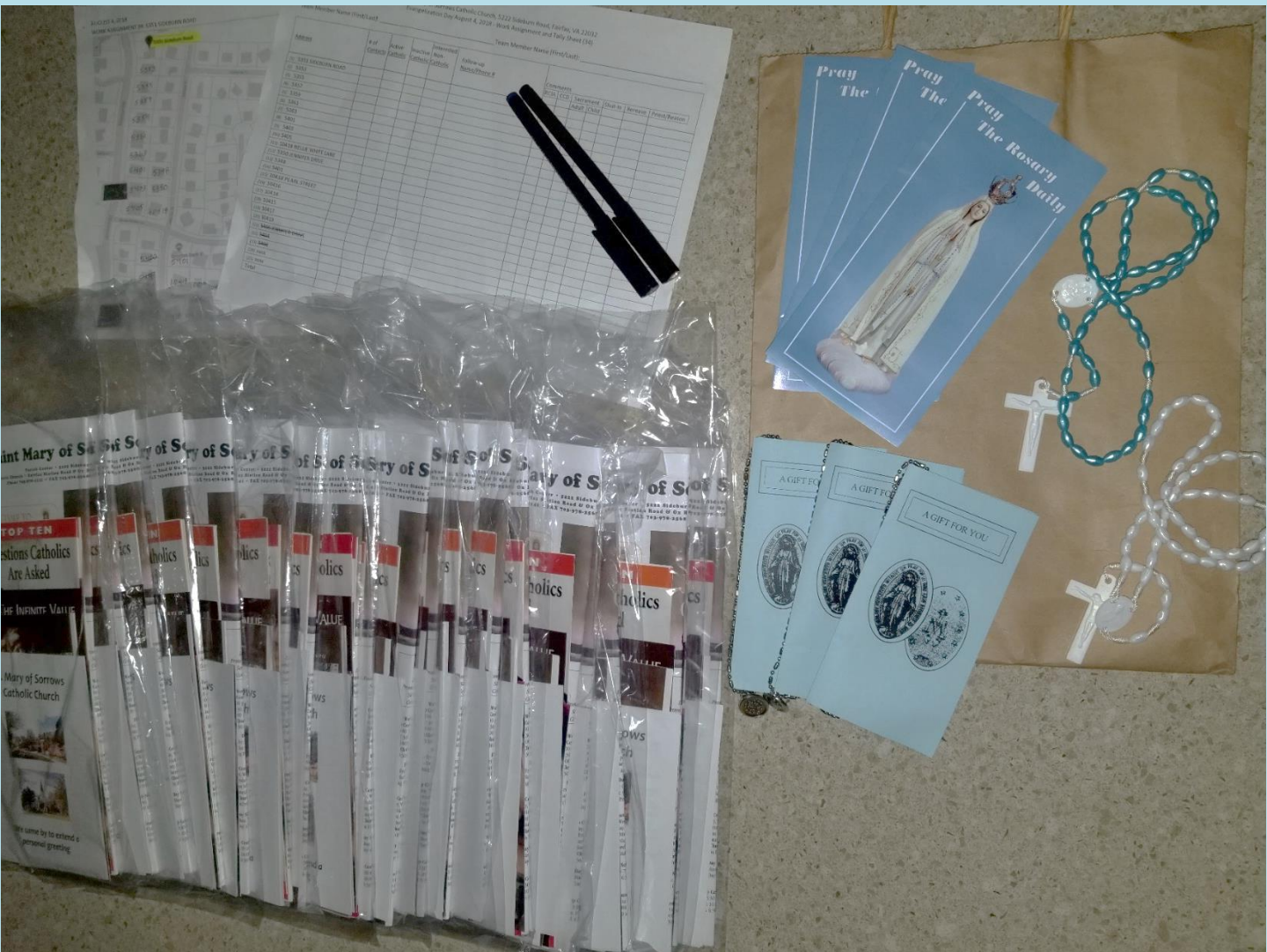
**FORMED** THE CATHOLIC FAITH. ON DEMAND.

**Parish Center Pastor 703-978-4441 • Extension:**

Reverend James S. Burke	ext. 185
Archdiocesan Vicar Rev. Francis J. Miller	ext. 104
Rev. Robert L. Boudreau	ext. 191
Assistant Executive Director Rev. Donald C. Gervasi (Ret.)	
Deacon David Warner	deaconwarner@stmaryofsorrows.org
Deacon Robert Warner	deaconrobertwarner@stmaryofsorrows.org
Religious Education	
John Wills (DRE Grades K-4)	ext. 129
Carol Shivers (Adoles. Institute)	ext. 128
Madeline Larkin (DRE Grades 7-8)	ext. 108
Preschool	
Michelle Fisher	ext. 118
Parish Center (Admin. Specialist)	ext. 110
Office Ministry	
Wanda Stangl	ext. 107
Parish Social Ministry & Family Life	
Carol Magill	ext. 109
Stargy	
Mary McElroy, M.A.	ext. 112
Office Manager (Admin. & Generalist)	ext. 117
Music	
David Bond	ext. 114
Administrative Services	
Kevin Baker (Reception)	ext. 100
Condy Boudreau (Registration/Expenses)	
Madeline Larkin (DRE Grades 7-8)	ext. 111
Donna O'Brien (Pastor's Assistant)	
Facilities Scheduling/Wellness	ext. 101
Comptroller's Office	
Kathleen G. Gorman, MBA (Comptroller)	ext. 110
Mary Blain (Bookkeeper)	ext. 111
Facilities	
Richard Water	ext. 124
Comptroller	
Mary Ellen Hall, L.P.C., CTR-BC	703-978-4983
John L. Schug, J.D., L.P.C., CTR-BC	703-978-4575



## 4. Ordering and preparing Hand-outs, Sacramentals, and Supplies



Time needed for assembly of 800 packets (2-part process):

- \*Part 1: Approx. 20 man hours (pre-ordered materials)
- \*Part 2: Approx. 33 man hours to fold/insert bulletin into packets and assemble 40 work assignment bags to include assignment sheets, packets, and sacramentals

# 4. Ordering and preparing Hand-outs, Sacramentals, and Supplies

## Letter from Pastor

### St. Mary of Sorrows Catholic Church



**We came by to extend a personal greeting**

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### St. Mary of Sorrows Catholic Church

Parish Center: 5222 Sideburn Rd, Fairfax, VA 22032  
 Historic Church: 11095 Fairfax Station Rd, Fairfax Station, VA 22039  
[www.stmaryofsorrows.org](http://www.stmaryofsorrows.org)  
 (703) 978-4141

#### Weekend Mass Schedule

Parish Center: Sat: 5:00pm; Sun 7:30am, 9:00am, 11:00am, 12:30pm;  
 Sun. Youth Mass: 5:00pm (September-May)  
 Historic Church: Sun: 9:30am

#### Daily Mass Schedule

Parish Center: Mon-Sat: 9:15am (Morning Prayer: 9:00am)  
 Historic Church: Mon-Fri: 6:30am

#### Eucharistic Adoration

Parish Center: Mon, Wed, Fri: after 9:15am Mass-12:00pm  
 Historic Church: Fri: 7:30pm

#### Sacrament of Reconciliation (Confession)

Parish Center: Mon: 10:00am; Wed: 6:30pm-7:00pm;  
 Sat: 3:30pm-4:30pm; or by appointment

#### Sacrament of Anointing of the Sick

Call duty priest (703) 978-4141

#### Sacrament of Marriage

Completion of a marriage preparation program is required.  
 (Make arrangements six months in advance.) Call ext. 100

#### Sacrament of Baptism

Call ext. 115

#### Rite of Christian Initiation of Adults (RCIA)

For non-Catholics wishing to explore the Catholic faith. Call ext. 103

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Dear Neighbor,

On my behalf, as pastor of St. Mary of Sorrows Catholic Church, some of my fellow Catholics are visiting your neighborhood with informational packets on who we are and what we are about.

To the parishioners of St. Mary of Sorrows and of other Catholic churches, please accept this information which reflects the doctrines and rich traditions of our faith.

If you are Catholic and new to the area, welcome! I invite you to become a member of our parish family. Visit the Parish Center to register.

Are you an inactive Catholic? Regardless of why you left or got out of the habit of going to Mass, you can always come home. Not sure how? Give me a call; I am ready to help you rediscover your faith. You are missed, and the Church is not the same without you.

If you are thinking about becoming Catholic or are just curious about the Catholic faith, I invite you to attend St. Mary's clergy-led program, Rite of Christian Initiation of Adults (RCIA).

May the blessing of Almighty God fill your heart with love and your home with peace. Know that you are remembered in my daily prayers and in those of the clergy here at St. Mary of Sorrows.

In Christ through Mary,  
 Reverend James S. Barkett

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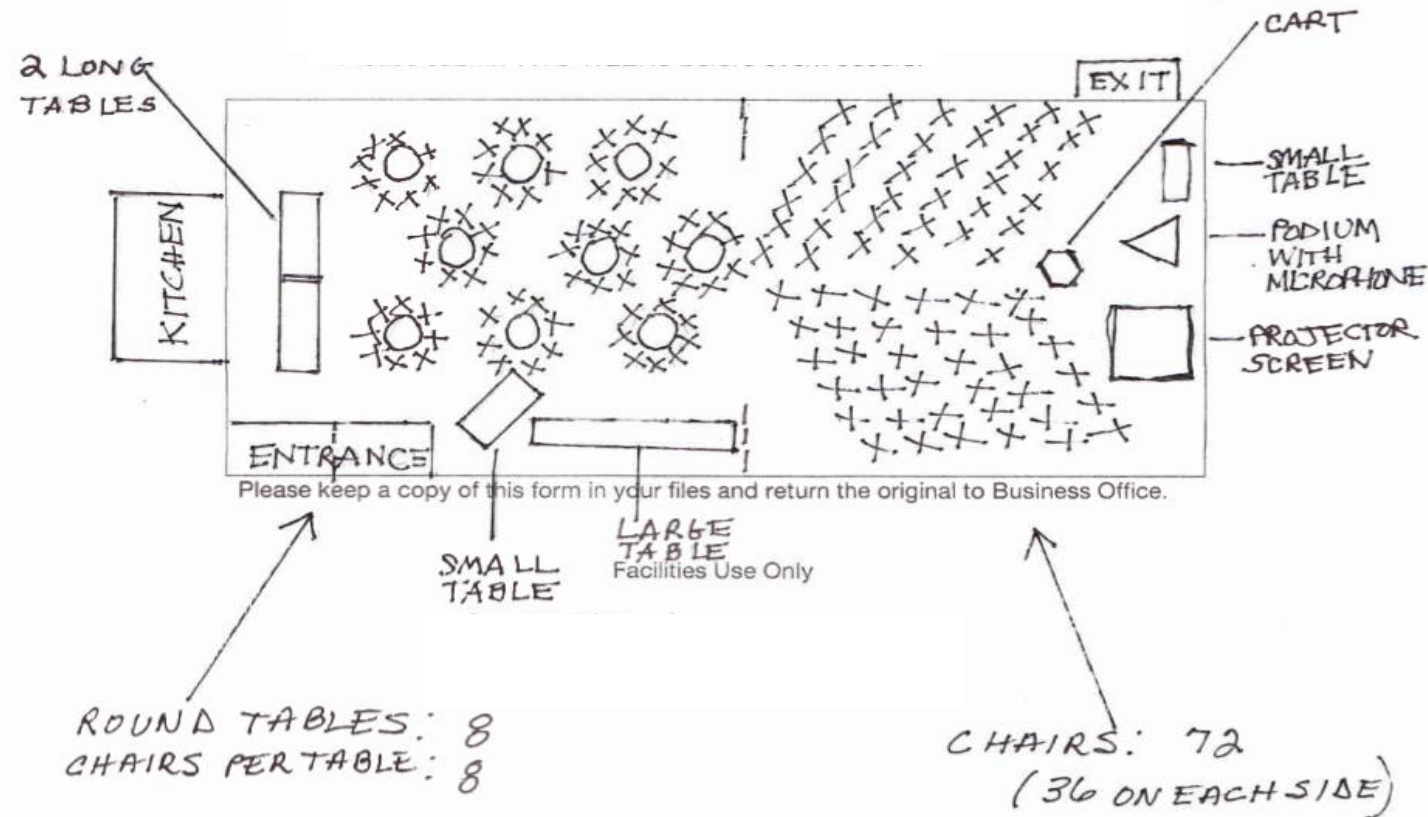


**Our Lady of Sorrows,  
 pray for us!**

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# 5. Explaining the Approach

## Setting up the Room



### Things to Consider:

- Adequate seating for meals and training
- Sign-in / registration table and nametags
- Buffet table from which to serve breakfast & lunch
- Table on which to place assignment bags
- Legion Altar
- Tessera & Frank Duff Beatification Prayer (adequate supply or electronic version)
- Podium and microphone
- Audio/Visual equipment (laptop, projector, screen)



## 5. Explaining the Approach

### On the day of the PEP...

#### After Mass

(Request that Breakfast food be blessed by Mass celebrant before ending Mass)

Sign-in table – Praesidium legionaries to:

- Greet each volunteer
- Give volunteer his/her preprinted nametag
- Check-off volunteer from roster
- Have blank sign-up forms and nametags ready to be filled out by last minute volunteers
- Invite volunteers to eat breakfast

Breakfast – Praesidium legionaries to:

- Serve or assist ministry providing breakfast

## 5. Explaining the Approach

On the day of the PEP...

After Breakfast

Legionary (usually praesidium president) speaks from podium with microphone:

- Welcomes and thanks volunteers, recognizing by name all clergy, deacons, nuns, or seminarians
- Gives special mention to volunteers who have traveled a long distance to participate
- Invites volunteers to pair up in teams of 2, non-experienced with experienced, non-drivers with drivers, take an assignment bag (1 per team), and sit with partner in training area
- Tessera Prayers (Opening Prayers and Rosary)
- Explains the work
  - assignment sheets and maps
  - how to fill out the assignment sheets
  - contents of handouts
- Answers any questions
- Gives microphone over to Spiritual Director for visitation training (how to approach contacts, what to say, when to offer sacramentals, etc.)

## 5. Explaining the Approach

On the day of the PEP...

### After Explaining the Approach and Training

Legionary (usually praesidium president) speaks from podium with microphone:

- Sends teams out for 1-1/2 – 2 hour work assignment (supply water bottles)
- At least one Legionary stays behind to:
  - Remove untaken assignment bags
  - Clean up after breakfast, prepare for lunch
  - Be Point of Contact for any volunteers

### Upon Return from Visitation

- Welcomes back volunteers
  - Volunteers to hold onto assignment bags and sheets
  - Encourage volunteers to eat lunch as they arrive
  - Legionaries to serve or assist ministry providing lunch

## 5. Explaining the Approach

On the day of the PEP...

### After Lunch

Legionary (usually praesidium president) speaks from podium with microphone:

- Asks volunteers to gather in training area, sitting with partner, bringing assignment bag and sheet
- Tessera Prayers (Catena)
- Begins Wrap-Up Session
  - Praesidium legionaries collect assignment bag and sheet from each team
  - Each team comes to podium to share one or two assignment highlight(s)

### Conclusion

- Tessera Prayers (Concluding Prayers)
- Prayer for Beatification of Frank Duff
- Dismissal

# 6. Preparing Report for Pastor Praesidium to tally results of all Work Assignment Sheets



## The Legion of Mary

Our Lady Queen of All Saints Praesidium

5222 Sideburn Road  
Fairfax, VA 22032  
09legionofmary15@gmail.com

### **St. Mary of Sorrows Catholic Church, Fairfax, Virginia Report on Parish Evangelization Day - August 4, 2018**

Our Blessed Mother graced us with a beautiful summer day on Saturday, August 4, 2018 when St. Mary of Sorrows Catholic Church conducted a Parish Evangelization Day, Door-to-Door Visitation, under the guidance of Fr. Francis Peffley, Spiritual Director of Our Lady Queen of All Saints Praesidium. Seventy volunteers formed 30 teams and visited residents of the Country Club View, Bonnie Brae, and Kings Park neighborhoods which are near the Parish Center. Among the 70 volunteers were 2 priests: Fr. Shelton and Fr. Peffley, our visiting seminarian, Robert Wagner, 13 non-Legion members, and 58 Legionaries from our praesidium (active and auxiliary) and other praesidia within the Arlington Regia.

The day began with our parish Mass at 9:15am. Volunteers were then treated to breakfast provided by the parish, after which they gathered for the recitation of the Opening Prayers of the Tesserat and rosary led by Fr. Peffley, and a training and assignment session.

Volunteers paired up into teams, and each team took a bag containing an assignment sheet of 20-25 homes they were to visit and a packet for each home to be visited. The packet containing Catholic literature on the Eucharist, Reconciliation, a personal greeting from our pastor, a parish-specific Formed.org card, and a church bulletin was left at every home whether or not contact was made. Blessed rosaries made by Our Lady of Perpetual Help Rosary Makers of our parish, and Miraculous Medals were also in the bags for volunteers to offer.

At each Catholic home where a contact was made, the volunteers asked if there was any way in which the church could be of help: that is, if there was a desire to have their house blessed by a priest or deacon, a home enthronement to the Sacred Heart, or Holy Communion brought to a homebound family member. The volunteers also asked if there were any other sacramental needs. Non-Catholics were invited to learn about St. Mary of Sorrows Parish and the Catholic faith.

The volunteers visited 553 homes and made 308 contacts. To people who admitted being inactive Catholics, volunteers encouraged them to return to the Church. A follow-up was needed for the following: one non-believer requested spiritual guidance; one inactive Catholic requested a visit by a priest; there was one request for transportation to Mass for an elderly mother; one requested an Extraordinary Minister bring Holy Communion every Sunday; there was one request for Baptism for a child; an inactive father was interested in returning to the Church and stated that his two children needed sacraments; one was interested in religious education for a child.

After the completion of the 2-hour work assignment, volunteers were treated to a hearty, all-American lunch of grilled hot dogs, hamburgers, chili, and chips which our Knights of Columbus Council 8600 provided. During our wrap up session after lunch, teams were encouraged to report on highlights of their visits. We concluded the day at 3:00pm with the recitation of the Concluding Prayers of the Tesserat.

# NOTES