



Catholic Youth Leadership Team (CYLT) 2024 - 2025 Application Packet

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APPLICATION DEADLINE: MAY 31, 2024

**All paperwork should be assembled together as one application
and may be delivered, mailed, faxed or e-mailed to:**

Mail: Office of Lifelong Faith Formation
Attn: CYLT Application
510 Ocean Ave.
Portland, ME 04103

Phone: 207-773-6471 x7813

Fax: 207-773-0182

E-mail: shawn.gregory@portlanddiocese.org

SECTION 1: DISCERNMENT OVERVIEW

Discernment for service on the Catholic Youth Leadership Team (CYLT) includes praying for openness to God's will, reflecting on the personal gifts, abilities and willingness of the youth and adults to be considered.

Parish leaders should identify one or two young people from your parish who exhibit responsible leadership, and who have gifts to contribute to the work of the CYLT who exemplify the qualities found in 1 Timothy 4:12, in meaningful ways. Encourage youth who are currently sophomores or juniors to submit an application to serve on the CYLT for the upcoming term. Also, identify adults with similar qualities who might serve.

1 TIMOTHY 4:12

Do not let anyone look down on you because you are young, but set an example for the believers in your speech, conduct, love, faith and purity.

SECTION 2: CYLT MEMBER QUALIFICATIONS

Please reflect on the following qualifications prior to submitting an application:

- Is a practicing Catholic in good standing with his/her parish
- Demonstrates leadership ability
- Possesses a willingness to serve along with a responsible attitude
- Is willing and able to make a firm commitment to the duties of the CYLT

- In addition, for YOUTH MEMBERS:
 - Is of high school age, who will be entering grades 11, or 12 for the 2024-2025 academic year.
 - Has family support and encouragement (i.e. transportation to pick-up and drop off points, some minor traveling & food expenses, and an understanding of the commitment their son/daughter has made to their parish and the diocese).
 - Is willing to sacrifice some extracurricular activities, when appropriate, for the sake of commitment to the leadership team.

- In addition, for ADULT MEMBERS:
 - Is effective and responsible in building mentoring relationships with teens.
 - Has already fulfilled all diocesan safe environment requirements.
 - Is able and willing to provide transportation for Youth Members to CYLT meetings and events in compliance with diocesan policies.

SECTION 3: VALUES, RESPONSIBILITIES AND STRUCTURE

All those involved should keep in mind the primary responsibilities of the CYLT and the three-pronged commitment each member makes to grow in faith, to serve within his/her parish community and to fulfill the obligations of representing all the young people within their respective local vicariate parishes.

Team Values:

- We are a Catholic community of disciples of Jesus Christ.
- We all respect the bishop and show loyalty to his teachings as model leaders.
- We are all active members of our local Catholic faith communities.
- We all strive to follow 1 Timothy 4:12 in our daily lives.
- We all see adolescence as a part of a lifelong journey of faith.
- We all seek to call forth the gifts each person has for the life of the Church and the world.

CYLT Primary Responsibilities:

- a. Serve as Christian leaders among their peers with a commitment to being a disciple of Jesus Christ in word and in deed.
- b. Work together with Diocesan staff to plan and execute opportunities to evangelize the youth of the diocese including but not limited to in-person and virtual events.
- c. Work closely with his/her parish Youth Ministry leader(s) and team(s) in exercising leadership for ministry on the parish level.

CYLT Structure and Work:

1. The team ideally consists of youth from each of the six vicariates in the diocese. Two to four adult members plus diocesan staff also serve on CYLT.
2. As part of annual diocesan pastoral planning, the diocesan Coordinator of Youth Ministry determines the scope and schedule for CYLT activities for the following term to support and extend the priorities of ministry with the youth of Maine
3. Candidates selected for CYLT are acknowledged and commissioned by the Bishop of The Roman Catholic Diocese of Portland.

SECTION 4: CYLT LENGTH & TERMS OF COMMITMENT

The length and terms of commitment (always subject to the discretion of the Diocesan Coordinator):

- **Youth serve a one (1) year term**
 - If a youth chooses recommitment, *reapplication is required*.
 - Members are expected to attend all meetings and events on the published calendar unless excused by the Diocesan Coordinator of Youth and Young Adult Ministry, with at least 48 hours' notice. Unexcused absences other than in the case of an emergency may forfeit membership in the CYLT.
 - Transportation is arranged through the volunteer adult members. Parents must be willing to drive youth to and from transportation pick-up points for meetings/events.
 - It is recommended that no youth under twenty-one (21) years of age drive themselves to or from diocesan events, for safety reasons. Diocesan liability insurance does not allow for a driver under the age of 21 to transport anyone else under the age of 21 or to drive during a diocesan gathering/event/meeting. It is best practice to avoid minors driving all together.
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SECTION 5: Tentative CYLT Calendar for 2024-2025 (Subject to change)

All CYLT youth and adults are expected to reserve and attend meetings and events on the planned dates as part of their commitment to the CYLT. Exceptions will be made for unforeseen circumstances.

CYLT Formation Weekend and Commissioning – August 10 – 11, 2024 Location TBD

Monthly meetings (virtual on Teams app at 6:30pm) – September 17, October 15, October 29, January 21, February 18, March 18, April 15, May 20

Additional Planning Meetings – as needed beyond the monthly meetings for the purpose of planning of events

Diocesan Youth Events - to be determined

SECTION 6: APPLICATION TIMELINE AND CHECKLIST

All **paperwork due** to diocese on or before: **May 31, 2024**

Youth & Adult Representatives to the **CYLT notified by:** **June 10, 2024**

CYLT Commissioning **TBD**

Applications are considered complete with each of the following submitted together:

- Parent/Guardian Form:** Please complete, sign and date the form.
- Candidate Form:** Please complete, sign and date the form (2-pages).
- Pastor Recommendation Form:** The Pastor is to provide a recommendation telling about the qualities he has witnessed in candidate that will benefit the youth of our Diocese if chosen to serve as a CYLT member and providing specific examples of local leadership.
- Parish Youth Ministry Coordinator/Catechetical Leader Recommendation Form:** The parish Coordinator of Youth Ministry or Parish Catechetical Leader (if the parish does not have a YM Coordinator) is to provide a recommendation telling us about the qualities s/he has witnessed in the candidate that will benefit the youth of our Diocese, if chosen to serve on the CYLT providing specific examples.

ALL PAPERWORK MUST BE RECEIVED BY THE OFFICE OF LIFELONG FAITH FORMATION NO LATER THAN MAY 31, 2024

All applicants need a recommendation from their Pastor AND their Parish Youth Ministry/Catechetical Leader to be considered for CYLT service. Both are necessary.

Complete applications may be hand-delivered, mailed, faxed or e-mailed to:

Mail: Office of Lifelong Faith Formation
Attn: CYLT Application
510 Ocean Ave.
Portland, ME 04103

Phone: 207-773-6471 x7813

Fax: 207-773-0182

E-mail: shawn.gregory@portlanddiocese.org

CYLT Application: CANDIDATE FORM

Please print legibly.

Name: _____

Address: _____

City: _____ Zip: _____ Phone: _____

E-mail address: _____

Sex: Female Male Date of Birth: _____ Current Grade: _____

Parish: _____ City: _____

Parent/Guardian Name(s): _____

Address (if different from youth): _____

City: _____ Zip: _____ Phone: _____

E-mail: _____

Phone # _____

Parish Activities: (Extraordinary Minister of the Eucharist, Lector, Altar Server, Parish Council, Catechist, Music Ministry, Social Justice activities, YM leadership, retreat team member, etc.)

Diocesan Activities: (EPIC, Journey Retreat, Youth Convention, March For Life, ABIDE, etc.)

Social/Community Activities:

CYLT Application: CANDIDATE FORM - continued

Candidate: In a few paragraphs, please tell us about yourself, your leadership experiences and personal qualities, as well as why you believe God is calling you to serve on the Diocesan Catholic Youth Leadership Team (use additional pages if necessary).

My parents/guardians and I have discussed and understand the commitment.
If chosen, I am ready to fulfill the expectations of a CYLT member, including participating in all events and meetings listed on the CYLT calendar for the upcoming term.

(Signature)

(Date)

**All forms must be submitted in a single application bundle
to the Office of Lifelong Faith Formation for verification and consideration.
Deadline for all application paperwork is **MAY 31, 2024****

CYLT Application: YOUTH MINISTER/CATECHETICAL LEADER Recommendation Form

Candidate Name: _____

Youth Ministry/Catechetical Leader Name: _____

Parish: _____ City/Town: _____

Email: _____ Phone: _____

Coordinator of Youth Ministry/PCL: Please tell us about the qualities this young person possesses and **specific examples** of their leadership ability that will benefit the youth of our diocese.

(Parish Leader Signature)

(Date)

**All forms must be submitted in a single application bundle
to the Office of Lifelong Faith Formation for verification and consideration.
Deadline for all application paperwork is MAY 31, 2024**

CYLT Application: PASTOR RECOMMENDATION FORM

Candidate Name: _____

Pastor Name: _____

Parish: _____ City/Town: _____

Pastor: In a paragraph or two, please tell us about the candidate, your relationship the candidate, and **specific examples** of the gifts/talents/skills you've witnessed for him/her that indicate being an effective leader on the Diocesan Catholic Youth Leadership Team.

(Pastor Signature)

(Date)

**All forms must be submitted in a single application packet
to the Office of Lifelong Faith Formation for verification and consideration.
Deadline for all application paperwork is MAY 31, 2024**

CYLT APPLICATION: Parent/Guardian Form

We are pleased that your son/daughter is seeking to serve the youth of your parish and the diocese on the Diocesan Catholic Youth Leadership Team (CYLT). By signing this form, you acknowledge having read through the commitment required by youth who serve on the CYLT and ensure your support of this endeavor.

Questions can be directed to:

Shawn Gregory, Coordinator of Youth Ministry

207-773-6471 x7813

shawn.gregory@portlanddiocese.org

My son/daughter, _____ and I have discussed and understand the commitment he/she is applying for as a member of the Roman Catholic Diocese of Portland Catholic Youth Leadership Team.

I support my child in this endeavor and understand my responsibility in supporting his/her participation if selected to serve for the next year.

(Parent/guardian signature)

(Date)

(Parent/guardian name - printed)

Deadline for all application paperwork is MAY 31, 2024