





## PARISH GROUPS/MINISTRIES DIRECTORY

A wonderful way to celebrate the many groups and ministries in the parish is to make a parish directory. This lets everyone know in the parish all that is happening and gives them a point of contact if they want to get involved. A great example can be found on our 'parish focus' page under the title 'Parish Booklet – St Charles, Swinton'. To meet with Safeguarding and Data Protection regulations we would advise that personal email addresses should not be advertised in the booklet. There are different ways to advertise alternative contact details to the various group/ministry leads. For example via the parish office or a designated shared email account. Further advice and information to follow but if you have any questions please email communications@dioceseofsalford.org.uk.

## In your booklet you may want to include:

- An introduction from the Parish Priest.
- A summary of the Hope in the Future programme and the five stages
- A list of the ministries and groups taking place in your parish with a point of contact.
- Times of Mass, exposition and reconciliation.

## **Design & Print**

If someone in your parish has a gift with computers and graphic design maybe they could design your booklet or a simpler booklet could be easier designed on Microsoft Word or Publisher. There are a number of reasonable online printers who you could use, for example Instant Print (www.instantprint.co.uk) or try a printer in your local area. Alternatively you could a complete design and print service, all you need to do is supply them with the content. It would be good to get enough copies printed for everyone in the parish and the wider community encouraging them to get more involved with the work of the parish.



