



CATHOLIC
DIOCESE OF
JEFFERSON CITY

Master of
Ceremonies

MEMORANDUM

TO: Pastors, Administrators, Parish Life Collaborators, Directors of Religious Education, and Confirmation Coordinators

FROM: Father Joshua Duncan,
Master of Ceremonies to Most Reverend W. Shawn McKnight

SUBJECT: Confirmation Scheduling for 2022

DATE: Wednesday, July 28, 2021

I hope that this finds each of you well and enjoying a restful summer. We are excited to welcome Father Berhorst and Father Hooper as assistant Masters of Ceremonies to Most Reverend W. Shawn McKnight.

I am writing to you to let you know that I have been working with Bishop McKnight and Mrs. Maureen Quinn regarding Confirmation for next year, 2022. If you are a DRE or Confirmation Coordinator, please confer with your Pastor/Administrator/Parish Life Collaborator regarding your parish's plan for Confirmation in 2022 (and beyond). This year, we are asking all Parishes, regardless of whether you are planning to hold confirmation in 2022 or not, to fill out the form on the Diocese website so the Bishop and the Youth Office have an idea with how the transition to the younger age is going.

A few general notes for all Parishes when thinking about holding a Confirmation ceremony next year or in the future.:

- A target number of 20 candidates is normally expected for the Bishop to confer the Sacrament of Confirmation at the parish
 - o You may have to combine with another Parish or switch to every-other-year to meet this threshold.
 - o If you follow the above instructions and still cannot meet the 20 candidate-threshold, please contact me / the Master of Ceremonies to discuss your options.
- Request your Confirmation Ceremony during the Academic year (following Labor Day until Memorial Day, or no later than the end of June). Confirmation Ceremonies are not normally scheduled during the summer months. Typically, January is avoided due to weather concerns.
 - o Spring: February, March, April, May (June)
 - o Fall: September, October, November, December
 - o You will also notice a new change, when scheduling, that we are asking for general timing preferences (time of year, month, day of week, etc.) rather than asking for specific dates.
 - o We will also be trying to reduce long trips on weeknights. If your parish is more than 1.5 hours away, please consider holding your Confirmation Ceremony on a weekend (Saturday AM/PM or Sunday AM/PM).

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- The Confirmation ceremony can be held WITHIN Mass or OUTSIDE Mass. Both forms of celebration are allowed by the Ritual.
- Holding a Confirmation Ceremony at the Cathedral is always an option, when it is available. Please coordinate with any other parishes as well as the Cathedral of St. Joseph regarding scheduling details if you would like to go this route. Please note that, presently, the Cathedral will not be available during January – December 2022 for renovations.

IF YOU ARE NOT planning on holding Confirmation in 2022, please read over and fill out the Confirmation form on the diocesan website, www.diojeffcity.org/confirmation, answering the questions that pertain to you.

IF YOU ARE planning on holding Confirmation in 2022, please read over and fill out the Confirmation form on the diocesan website, www.diojeffcity.org/confirmation, answering the questions that pertain to you.

Please fill out your Parish's form as soon as you reasonably can – THE DEADLINE FOR FORM SUBMISSION IS TUESDAY AUGUST 31, 2021.

If you are planning on Confirmation in 2022, an updated "Practical Guide" and Liturgy Form will be sent out to you with your letter approving the date / program before the end of this year. Please remember to destroy old copies to avoid confusion and potentially having to re-do the form.

If you have any questions, please feel free to reach me by email: mc@diojeffcity.org.

cc: Most Reverend W. Shawn McKnight, Father Brad Berhorst, Father Derek Hooper