

## ST. JOHN VIANNEY PARISH GABRIEL PROJECT

### ANGEL CHECKLIST

#### STEP BY STEP HOW TOs

*Inspired by God's love for us and His Holy Spirit, St. John Vianney Gabriel Project Angels are here to respond with loving, prayerful encouragement to pregnant women who seek help. We will listen patiently and with compassion; we will pray with our moms and for them; we will offer direction and guidance; we will direct them to our resource list and show them how to use it; we will offer practical, immediate and ongoing help to honor the life within them.*

Our clients usually come to us via the toll-free number they call which is answered at the Oakland Diocese. An email goes out to the area parish that is next in line for a client. These emails go to the coordinator and the core group. The client is contacted by someone from the core group and then an Angel and Assistant Angel are chosen to work with this mom. The client has been told to expect a call from a Gabriel Angel (usually within a day or so). The core group will then send out a prayer notice to all members informing them of our new client and asking for prayer for her, her family and for the Angel/Assistant Angel as they contact her.

#### **Initial contact**

The Client Intake form (from the SJVP website) - Start filling this out before calling the client the first time. Some information will have already been received during the mom's initial call, and from the Coordinator's contact.

Pray before making the initial call! This will be to set up your first face-to-face meeting.

REMEMBER: have someone else with you (usually the Asst. Angel). This is to provide a second pair of eyes and ears for helping to determine the client's needs and how we can best assist her.

Meet in a public place - This is for your and the client's comfort.

Use the intake form as a guideline to be sure you ask all the questions we need in assessing her needs.

The Asst. Angel – listen, take notes and help Angel be sure all areas are covered

#### **First Meeting** (Supplies to have with you for first visit)

GP phone list (*this is for your eyes only*).

Client intake form and paper to take notes (Asst. Angel will be the primary note taker, but both of you should be taking notes.

Gabriel brochure with your contact info on it.

#### **Resource list.**

Introduce yourself (and Gabriel Project) to your client with the pamphlet which has your first name and contact phone number on it. Go over the pamphlet briefly with your client.

Pray with your client. Just a short blessing, and asking for God's presence.

LISTEN. The client intake form is to help you get the information we need in order to assist mom, but be sure to listen to all that the client shares.

When you feel you know the client's needs, refer her to the resource list. *The client needs to call, go online, etc. and "do the work"*. We can help facilitate that (getting online access through the library or other resources) but the client needs to be proactive in looking for help. If possible, show her the OneFather's Love website, and show them the side menus where they can access all the info that is on the resource list as well as other programs.

Call the coordinator after your first meeting to discuss what the needs are. If there is an URGENT need (she will be on the street tonight!) a stay of one or two nights in a motel can be authorized. However, it's important to remember that usually Mom has had MANY opportunities and options before she called GP, and many other avenues of help are open to her. Granting a motel stay is a short-term, interim option only.

*Please ask for help from the group – there are people who can give rides if necessary, and are more than ready to help if they know the need. The Coordinator, Co-coordinator and the core group are there if you have any questions or concerns.*

*Please keep in touch with your client – a phone call every couple of weeks is fine, with a cheerful reminder that we are here to help if needed.*

After baby comes – Fill out the Follow Up Client Intake form with the birthdate, name of the child, etc. and forward that to the coordinator. As you keep in touch with your client (monthly contacts if you don't hear from her first) note your interaction on this form, with dates of contact.