

# Parish Pastoral Plans & Stewardship

## STEWARDSHIP DAY PRESENTATION 2017

Mary, Star of the Sea Parish

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## **Parish Pastoral Plans & Stewardship**

- 10:00**      **Opening Prayer**
- 10:05**      **Introductions/Parishes Represented**
- 10:10**      **Discussion:**  
**What changes have you seen in parishes with plans?**
- 10:25**      **Stewards of the Gospel and Parish Pastoral Plans**
- 10:30**      **Obstacles/Issues:**  
**Transitions of “Tenured” Volunteers – Recommended Approach**  
**Difficulty Recruiting New Volunteers – Recommended Practices**  
**Attracting Young Adults – Research Results**
- 10:50**      **Wrap Up/Evaluation**

# ***Stewards of the Gospel***

## The Diocesan 5 Year Pastoral Plan

**Origin:** Parish input gathered through surveys and vicariate listening sessions.

**Priority Areas:**

- Faith Formation**
- Leadership Development**
- Strengthening Marriage & Family Life**
- Youth & Young Adult Ministries**

**Note:** Evangelization, Stewardship and Social Outreach are interwoven in the other priority areas.

<b>Emphasis:</b>	Road Map (Original Plan)	Inward Focus
	<b><i>Stewards of the Gospel</i></b>	<b>Outward Focus</b>

### **Expectations for parishes:**

- Parishes expected to develop/update their parish pastoral plan in support ***Stewards of the Gospel.***
- Parish plans should reflect the priorities of the respective parish.
- Diocesan offices will develop training to support the parish efforts.

## **PILLARS OF STEWARDSHIP**

1. **HOSPITALITY:** Welcoming and Inviting  
Evangelization  
Community  
Buildings and Facilities  
Disabled/Homebound
2. **PRAYER:** Mass  
Adoration  
Worship  
Word  
Faith Formation
3. **FORMATION:** RCIA & Religious Education  
Catholic Schools  
Youth and Young Adult  
Adult Education/Seniors  
Leadership Development  
Marriage & Family
4. **SERVICE:** Social Service and Outreach Ministries  
Liturgical Ministries  
Music Ministries  
Advisory Councils/Committees

## How Can a Pastoral Plan Help my Parish?

- Provides **direction**
- Facilitates **decision making**.
- Provides **stability** when transitions occur – new pastor is expected to follow the existing plan.
- Adds a “spark” to parishioner **energy & participation**.
- Creates opportunities for **more volunteers**.
- **Builds community** – through support of the parish mission.
- Creates a **Stewardship** environment.
- Improves **collections**- 2 X more likely to give if they know how the money is to be used.
- Provides for **evaluation & measures of success** – helps facilitate accountability and improve outcomes.

## TRANSITIONS OF VOLUNTEER LEADERS

How can we change volunteer leaders of parish councils or ministries? The following ideas describe an approach to use in these situations. It is important that the emphasis be on the parish and not the individual. The pastor is the best person to do hold this discussion with the volunteer leader.

1. Describe the change in as much detail as you can. In doing so, do not denigrate the past or the person's performance.
2. Are there any secondary changes that the change will probably cause? Anticipate the differences when the change occurs.
3. Identify how this change will affect the volunteer(s)? Who has to let go or lose something? Is it something that gave them a sense of worth or value to the parish or even status in the parish?
4. Keeping things the "way things are" makes people feel at home. When that is gone, they lose something very important. Others may feel like nothing much has changed, but a piece of someone's world is being lost.
5. People may not hear an objective approach, since this is a very subjective issue. Thus, it is very important to learn what people are losing.
6. Do not be surprised at "overreaction". It is normal. If it is the first time this is being done, it may change the culture and adds a new concern about "security" for other volunteers.
7. It is important to bring the change out into the open. Acknowledge the volunteer(s) and express your concern for those affected. You should recognize their contributions and service to the parish.

8. Grieving is a natural consequence when people lose something that matters to them.
9. Ask yourself what you can do to give back to balance what has been taken away? Recognizing their service in some way is one approach.
10. Never denigrate the past. Control your enthusiasm about the future and avoid making comments about how it used to be. In some cases, this attacks a person's self-worth.
11. Present innovations as developments that build on the past whenever possible. Honor the past for what it accomplished.

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#### Communication Traps:

- "They don't need to know yet waiting will help"
  - o Waiting will open up the rumor mill and can create mistrust.
- "They already know, it was announced."
  - o Difficult news is absorbed slowly.
- "Let the staff or ministry heads tell them."
  - o No one has the impact of the pastor himself.
  - o Others may not understand why so it will be difficult to convey.
  - o Do not assume that information will trickle down.
- "No point in saying anything until everything is decided."
  - o People will get more frightened or resentful.
  - o At a minimum give them a timetable for the information and make sure you keep people posted if there is a delay.

## MANAGING VOLUNTEER TRANSITIONS CHECKLIST

Have I identified who is affected by the change?	Y	N
Do I understand the subjective realities of the loss?	Y	N
Have I acknowledged the loss with sympathy?	Y	N
Have I permitted people to grieve?	Y	N
Have I publicly expressed my own sense of loss?	Y	N
Have I found a way to “compensate” for the loss?	Y	N
Am I giving people accurate information?	Y	N
Have I clearly defined what will change and what will not?	Y	N
Am I careful not to denigrate the past?	Y	N
Have I found ways to possibly honor the past?	Y	N
Have I made it clear how the change is in the best interests of the parish?	Y	N
What actions can I take to help people deal more effectively with the change?	Y	N



## **Why Volunteer at our parish?**

Many parishioners feel the urge to do more for their parish. What do they do?

Some sit back; others think: **“Let someone else do it”**; **“That’s not my responsibility.”**; **“That’s the pastor’s job.”**

Still others think: **“I don’t have useful skills”**; **“I’m too young or too old or too…….”**; **“I am not holy enough”**; **“I don’t know my faith well enough”**

**Excuses abound** as to why we can’t do something; or why we are too busy.

**Do not underestimate the power and influence of a personal “ask”.**

### **Motivational Resources:**

*Compassion* – sharing, caring, loving, giving, serving, supporting

*Community* – good fun, good times, fellowship, affiliation, belonging, family, home, social justice

*Challenge* – accomplishment, achievement, goals, objectives

*Reasonability* – logic, data, “it makes good sense”, way to pay back

*Commitment* – dedication, loyalty, duty, obligation, vows

Help people to discover the 2 to 4 key, major objectives for the coming year that match their specific competencies and give them the leadership and support they need to accomplish their objectives.

## **Prospecting vs Recruiting Parishioners**

1. **Know Your Mission** - Be able to describe what you do in a few words.
2. **Be Specific** - Don't describe the mission in generic terms, like "We serve the poor." Say "We serve meals at Aloha Center twice a month."
3. **Tell a Story** - Highlight human interest. Talk about the people whom your parishioners serve. Tell a sad, funny or heartwarming story in less than a minute.
4. **Know What You Need** - Spell out what you're looking for and be specific about numbers, time, place, etc.
5. **Be Prepared to Follow Up** - Let people know how to contact you or where you'll be after the meeting is over. Take names, addresses & phone #s.
6. **Follow Up** - Call everyone you spoke to within three days or send them a note if you can't speak with them. Let them know you appreciated their interest and would like to keep in touch.

## **Other Recommendations**

1. Use a person's name whenever you talk with them. Indicates you value them as an individual.
2. Ask for their suggestions about programs you're working on. Don't rely on evaluation sheets.
3. Thank people for their comments. Do it right away if you can.
4. Praise and appreciate the parishioners currently involved.
5. Make it easy for interested parishioners to reach you. Multimedia approach.
6. Say hello to strangers. Take the initiative; introduce yourself.

### **Other Suggestions:**

Be positive and proud in recruiting disciples.

Pray for guidance from the Holy Spirit in making decisions.

Present the task as worthwhile and important: Saying it won't take much time or that anybody can do it may diminish the service or role. Tell the person how this service will contribute to the mission of the church.

Prepare a brief job description: major tasks; responsibilities and training.

Break large tasks into smaller parts or smaller time commitments. Sharing.

Participate in a ministry presence. Be available and get to know parishioners.

**Be sure to follow through with the people who sign up.**

## **KEY FACTS FROM CONGREGATIONS WITH A YOUNG ADULT PRESENCE**

- Nearly half of all young adults in American congregations are married with children; however, most young adults in the United States are not married.
- Prioritizing young adult ministry and creating specific strategy engaging young adults are both necessary for a congregation with a thriving young adult presence.
- Greater utilization of electronic technology, the internet, and social media correlates with having more young adults.
- Specific dedication of people and time around young adult engagement is the key to enhancing this ministry within congregations.
- Congregations with young adults as ministry leaders are more likely to have increased or maintained their young adult presence over the past three years.
- Attending worship is the most frequent way that young adults participate in faith communities, but thriving young adult congregations tend to involve many members in activities beyond worship.
- In congregations with a large young adult presence, the programming is more likely to focus on fellowship or other small groups.
- The majority of young adult participants come from families who are already present within the congregation.
- Young adults are more likely to participate in larger, more urban congregations in areas with growing populations.
- Thriving young adult congregations share many of the same characteristics that all thriving congregations do, including participants' involvement in recruiting new people and engaging in congregational programs, committees, and service projects outside worship.
- Many congregations believe that their own lack of desire/passion to reach out to young adults, as well as a lack of interest on the part of the young adults themselves, most impedes their ministry with this population.

Additional  
Materials

## **Seven Recommendations for Pastoral Planning By Councils/Committees**

1. **Plan with the pastor.** He needs to believe in the plan. His leadership is key to the eventual success of the plan and when the pastor is involved he is more likely to support the implementation. All councils/committees are advisory to the pastor, but he needs help in accomplishing his mission.
2. **Collaborate with and involve other advisory councils and key ministry leaders.** Planning is about the future of the parish so getting broad participation will enhance the resulting plan. Each group adds expertise and perspective. This also helps spread the work and increases chances for parishioner support.
3. **Plan with parishioners.** If parish leadership does not give parishioners regular opportunities for input, they will begin to feel they are not being listened to and may create their own picture of what is going on. The more they are involved, the easier it will be to win their support.
4. **Expect changes/corrections.** Responsible opposition to a plan provides valuable knowledge and insights that the council must take into account. Some of this input may result in changes to the plan.
5. **Report regularly.** Inform the parishioners of the status of the plan; especially changes made in response to parishioner input. This is the best way to assure parishioners they are being heard.
6. **Talk to the experts but reserve judgment.** On certain planning issues additional expertise may be needed, especially when building and construction is involved. Experts can tell you what is generally true, but not always what will apply in your situation.
7. **Do not hurry the process.** Good planning takes time. You need to ensure you included the right parties and reviewed the key areas well. Making sure you have the latest information on building codes and other applicable regulations will help you avoid problems in the future. By planning thoroughly you will reach sound recommendations that pastors and parishioners are likely to accept.

## PARISH PASTORAL PLAN COMPONENTS:

MISSION: Who are we?

What do we do now?

The unique way your parish places its gifts and resources at the service of the local church, the needs of its parishioners and the broader community.

Responsibly using the parish's gifts and resources.  
(Stewardship)

VISION: What is the parish's PICTURE of the future?

What are the hopes and dreams of the parish for the future?

What do you want your parish be doing in the future?

GOALS: Steps toward the future vision. WHAT does the parish want to achieve and by when?

An explicit extension of the mission, vision and stewardship.

Defines an end point, a specific quality or quantity to be realized in a given time.

TACTICS: Tactics specify HOW a goal will be achieved.

Steps to achieve goals with timeframes; defined responsibilities and resources needed.

Given resources required are parish goals realistic?

Success indicators and Evaluation methods.

## PARISH PASTORAL PLAN REVIEW

- |  |       |   |
|--|-------|---|
| 1. Do you have a parish pastoral plan?               | Y     | N |
| 2. When was the plan created and/or last reviewed?   | _____ |   |
| 3. Does the plan guide parish decision making?       | Y     | N |
| 4. Are all advisory councils familiar with the plan? | Y     | N |
| 5. Are parishioners familiar with the plan?          | Y     | N |
| 6. Did all advisory councils help create the plan?   | Y     | N |
| 7. Did parishioners help in developing the plan?     | Y     | N |
| 8. Does the plan support the parish mission/vision?  | Y     | N |
| 9. Does the plan identify accountability?            | Y     | N |
| 10. Does the plan identify resources needed?         | Y     | N |
| 11. Does the plan identify success measures?         | Y     | N |
| 12. Does the plan identify evaluation methods?       | Y     | N |
| 13. Have the parish priorities changed?              | Y     | N |
| 14. Is the parish given regular updates on progress? | Y     | N |
| 15. Does the parish plan support the Diocesan plan?  | Y     | N |

*If you need assistance in developing and or updating your parish pastoral plan, please call 808-203-6733 or e-mail [jwalsh@rcchawaii.org](mailto:jwalsh@rcchawaii.org) and I will be glad to help.*



## **Engaged Parishioners:**

- are loyal and have a strong psychological connection to their parish.
- are more spiritually committed
- are more likely to invite friends; family members and coworkers to a parish event
- give more, both financially and in commitment of their time
- organize their lives around the parish because through it their faith has grown and deepened
- have found opportunities to serve and help others in the parish
- have developed their most meaningful interpersonal relationships in their parish

**Engagement is key to drawing people toward powerful expressions of faith.  
True belonging leads to living discipleship and stewardship.**

## **Two Other Types of Parishioners:**

### **“Not Engaged”:**

- may attend regularly, but do not have a strong emotional connection to the parish
- are connected socially more than spiritually
- give moderately but not sacrificially
- do a minimal amount of service in the community
- are less likely to invite others and more likely to leave
- are not negative, and are just waiting for an opportunity to become engaged

### **“Actively Disengaged”:**

Apathetic –

Come only once or twice a year if at all

Can tell someone which parish they belong to, but often by location rather than by name

Physically present but psychologically hostile –

Are almost always present

Are unhappy with their parish and insist on sharing their misery with just about everyone.

**Successful Practice:**

1. **Extend a bigger welcome** – this open-armed and open-hearted welcome is a living manifestation of the Spirit of Christ.
2. **Make Hospitality your First Rule** - Do you feel you are valued, that the community that is gathering will be richer for your participation?
3. **Widen the Circles** – Reach out to others who you may not know or know well. Help those people to know their value and to belong.
4. **Invite People** – Most of us become involved, or come to belong more deeply, as the result of an invitation.
5. **Focus on New Parishioners** – When people register in a parish, insure they are warmly welcomed and invited to become part of parish life.
6. **Keep the Door Open** – Hold an open door event 2-3 times per year for those who've been away from the Church or considering Catholicism.
7. **Do Great Things With Great Care** – No better way to help people feel they belong than to take the time to gather well, pray well, reflect well so they leave with a sense of what we are about and the value in it.
8. **Play Together!**

From *Forming Generous Hearts*, L. Anslinger & V. Shepp

## Tools for Minimizing Resistance to Change – J.O.B. Keener

### 1. Information:

Provide honest, factual info about the change.

Allow people to draw informed vs. emotional conclusions.

### 2. Communicate:

100 times in a 100 ways.

### 3. Involvement:

Provide opportunities for people to participate in decisions affecting them.

“People are more likely to commit to something they have a hand in shaping”

### 4. Manageable Sizes:

Limit the number of things being changed at one time.

Break big changes into manageable sizes that allow for small “wins”.

### 5. Digestion:

Allow people time to digest and think about new ideas before asking them to make changes.

### 6. Listen:

Provide opportunities for people to voice concerns.

Acknowledge how people are feeling.

**7. Reinforce & Reward:**

Recognize and reward even the smallest efforts towards making changes.

Ensure the reward is something desired.

Help people understand how they can “win” from the change.

Focus on future opportunities while respecting the past.

**8. Flexibility:**

Allow time for things going on besides the change effort.

Work with individual schedules when implementing changes.

**9. Set & Support Clear Expectations:**

Make sure people know what they should be doing.

Provide training and education to ensure that people can meet expectations.