

St. John the Baptist Catholic Parish

LRAP Implementation Process -- SMART GOALS WORKSHEET

Implementation Team: Parish Life				
Challenge: F – 1: How can we generate enthusiasm ...				
Strategic Solution: Use various communications and data gathering tools to assess parishioner interest in new parish ministries				
Today's Date: 4/5/11		Start Date: 4/5/11		Target Date: 4/20/11
Specific:	Measurable	Achievable	Realistic	Timely
Specific tools used (paper insert, Facebook page update, email address, focus group)	Gathered data will show us what new ministries parishioners are interested in	Specific items can be created in short amount of time, data can be organized and analyzed for future prioritizing	All action items can be accomplished by members of committee	Most of production done by late April; data gathering will go through May
Action Items			Responsible	Comp. Date
1. Create Parish Life email account for gathering suggestions from parishioners			Nancy Tiemeier	4/5/11
2. Update to parish Facebook page asking members to provide new ideas for ministries in comments			Shannon Mangold	4/20/11
3. Insert detailing what information committee is looking for and how to give ideas to committee; this will go in church bulletin and in online Jaguar Journal			Sharon Simpson	4/20/11
4. Focus group(s) of volunteer parishioners to discuss ideas of new ministries			Nancy Tiemeier, Shannon Mangold	5/15/11?
5. Analyze data and decide next steps			Committee	June meeting

Comments:

Smart Goals Help Sheet / Examples

Challenge: How can we become a more welcoming parish community?

Solution: Complete a new, updated parish pictorial directory with at least 50% of parish families participating.

Specific: *What exactly are you going to accomplish – well-defined?*

Example: Publish a new, update Parish Pictorial Directory of families.

Measurable: *How will you know when you have reached the goal? What specific benchmarks?*

Example: A pictorial directory will be published with at least 50% of parish families participating.

Achievable: *What resources do you need? How will you achieve this goal?*

Example: Contract the services of a professional church directory/photography company.

Realistic: *How this goal attainable? What barriers/concerns must be addressed? Think results.*

Example: Utilize a *Pictorial Directory Committee* to help implement the project, especially with follow-up and scheduling of families

Time: *When will this goal/action item be achieved?*

Example: A new Pictorial Directory will be published on or before September 1, 2011.

Action Item: *What work must be done to reach the goal?*

Example: Research/request info from three potential companies for the directory.