

St. John the Baptist Catholic Parish

Stewardship & Development

Initial Kick-Off and Strategy

January 2011

Purpose Statement:

The purpose of the Stewardship & Development Planning Area is to create a plan that will facilitate meaningful involvement in the mission and vision of the Parish by engaging parishioners to participate in SJB with their time, talent and treasure.

St. John's Future Mission Meeting 08/03/2010

Planning Area D: Stewardship & Development

- **Challenges:**

- D-1: **How to get people involved**
- D-2: **How to inventory and harness time, talent & treasure; effectively use the information**
- D-3: **A way to show appreciation to all**
- D-4: **How to encourage Planned giving**
- D-5: **How to Increase participation in fund raising**
- D-6: **How to share results of our "good-doing"**
- D-7: **Level of commitment (-quantify degree of); Educate so people understand what stewardship is; Setting the "Bar" with continuous improvement**
- D-8: **Identify stewardship needs**
- D-9: **How to create avenues of information exchange for new ideas**

- **The Long-Range Advancement Plan (LRAP) Top Challenges:**

- **Challenge D – 1 (Stewardship & Develop.): How can we identify, personally invite, and meaningfully involve more people in the life of the parish? All inclusive database and operating system for the church**
- **Challenge D – 4 (Stewardship & Develop.): How can we develop a year-round process to educate the parish on Total Stewardship and increase their commitment to Prayer, Ministry, and Finance?**

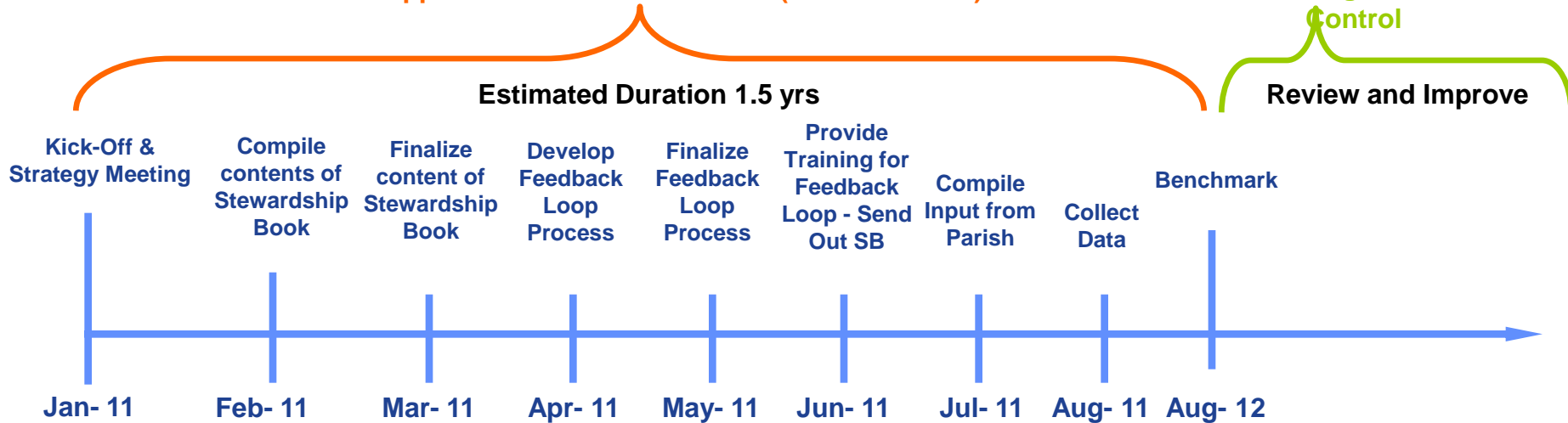
Stewardship & Development

- Overview
 - **Phase 1**
 - **Time & Talent**
 - Phase 2
 - Treasure

Stewardship Primary Timeline – Phase 1

Define Opportunities and Benchmark (Stake Process)

On Going Process Control



Basic (DMAIC) Process Strategy

Process	Impact / Solution
Phase	
- Define Problem	How can we identify, personally invite, and meaningfully involve more people in the life of the parish?
- Measure Stewardship	Gather commitment from parish and compile input from feedback loop
- Analyze Stewardship	Review data and evaluate what's working and what's not
- Improve Stewardship	Determine root causes of lack of stewardship (ask "Why?" 5 x times)
- Control Stewardship	Repeat process with continuous improvement initiatives and process control

Stewardship & Development

- Capture Parish Commitment
 - Stewardship Booklet
 - Provided yearly for parish to pledge their stewardship
 - Leverage from offering envelopes with coupon book format
 - Creates forum for all of parish to see what's available to participate in
 - Format and Structure (3 major themes)
 - All established “formal” volunteer activities listed in Stewardship booklet
 - Church festival
 - Turkey dinner
 - Volunteer Bank (general volunteering based on skill sets)
 - Manual labor
 - Skilled trades
 - Administrative
 - Comparative Advantage Trade
 - Parishioner's can purchase hours from the volunteer bank if time does not allow them to volunteer the Church's minimum expectation

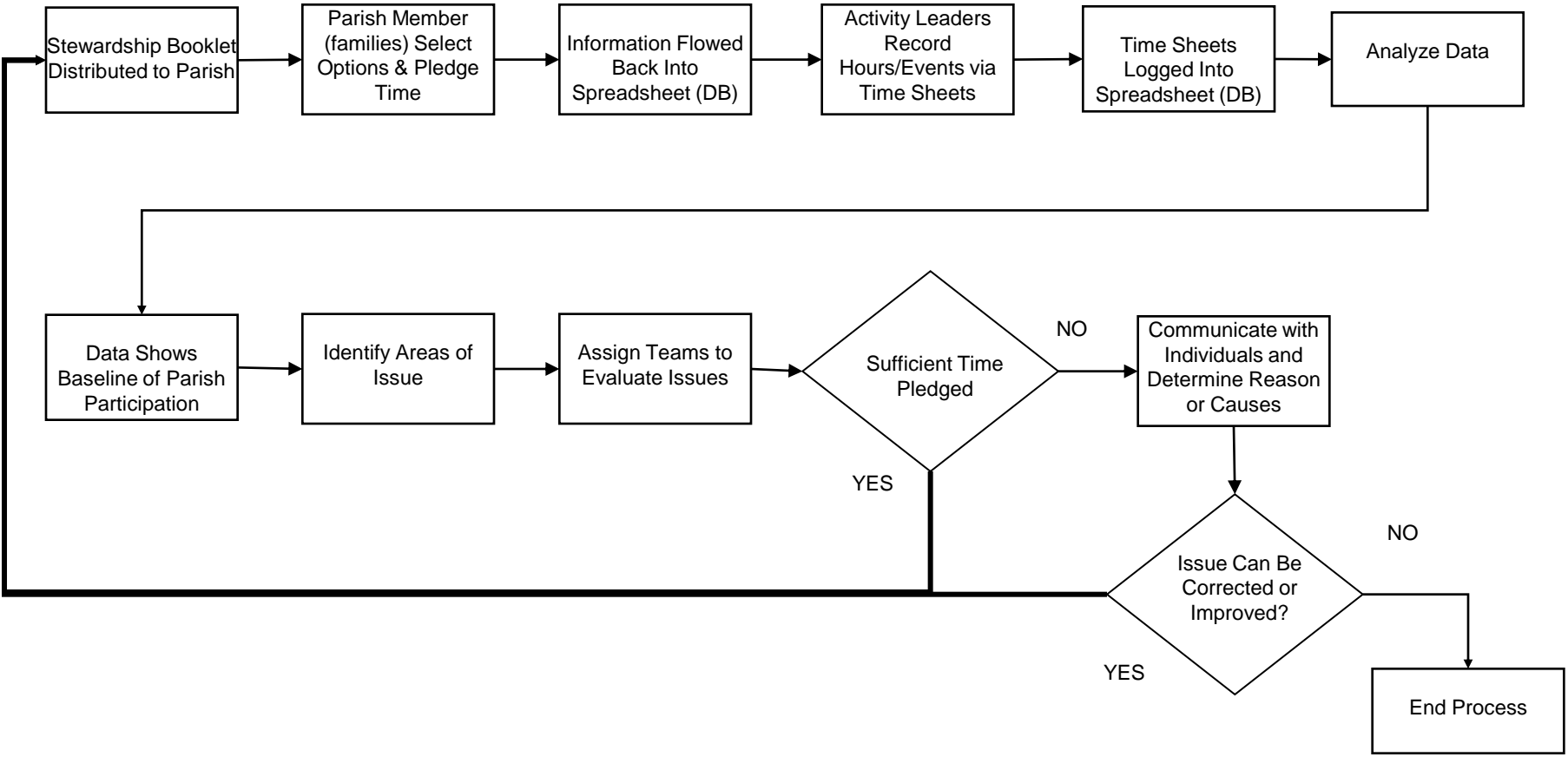
Stewardship & Development

- Feedback Loops
 - Volunteer leaders to track (time and talent)
 - Forms created to mark off hours completed by parishioners after volunteering time.
 - Leverage from offering envelopes with coupon book format
 - Hours broken into percentages and reviewed

Stewardship & Development

- Analyze Data
 - Use statistical approach to identify areas in need of review and improvement
 - Identify portion of parish not providing adequate stewardship
 - Understand where the current benchmark is of parish stewardship
 - Identify entitlement level acceptable by the parish
 - Improve areas of under-stewardship
 - Basic improvement strategies
 - Drill down into issues
 - Meet with parish members to understand concerns and/or issues
 - Make changes to issues found with non-participating members
 - Understand the level of reasonable participation and optimize impact
 - Continue to provide outreach and feedback from non-participating faction

Stewardship & Development



Phase 1

Process map for data collection of S&D process - TIME

Stewardship & Development

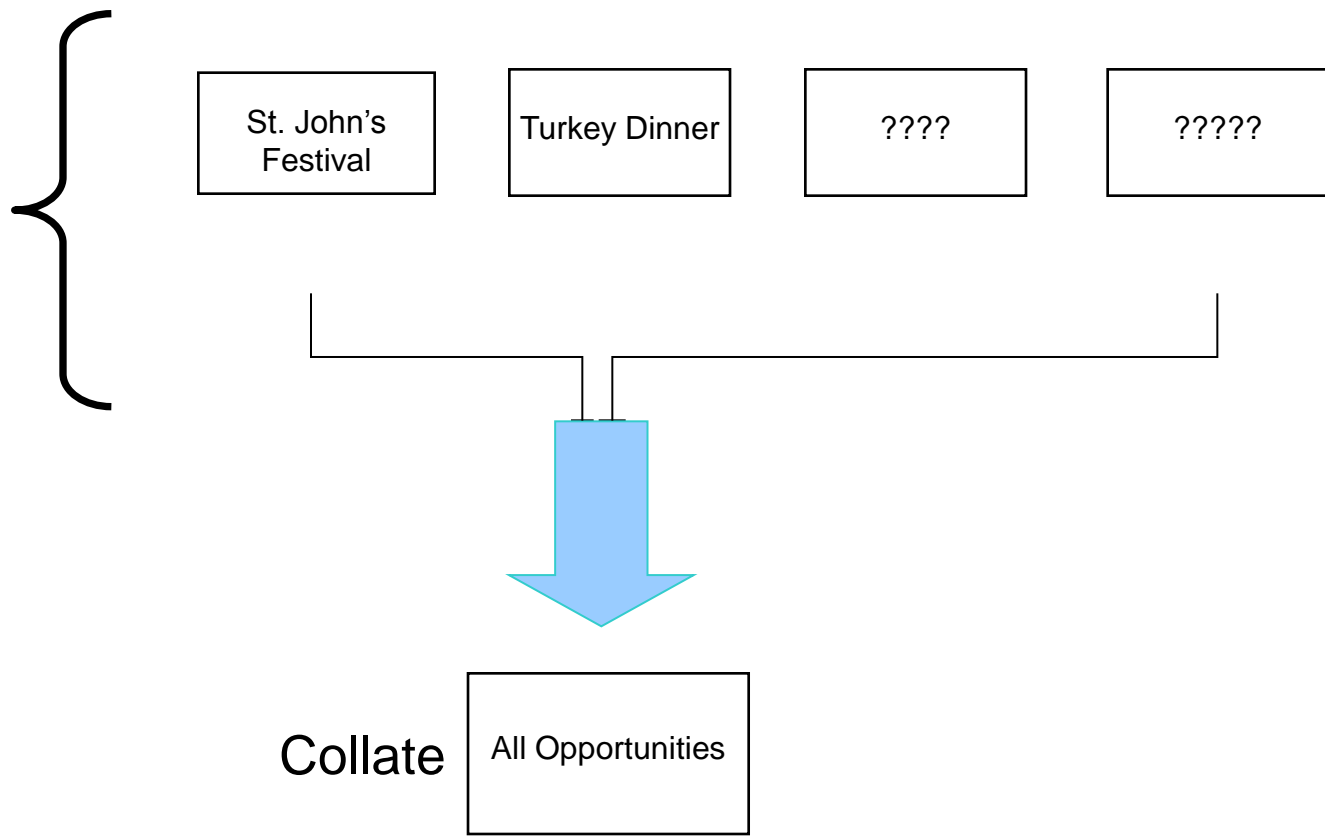
Getting Started

Stewardship & Development

Challenge 1:

How to ID All Opportunities

- Parish Record?
- Individual Event Leaders?
- Other...???????



Identifying and Organizing Opportunities

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Phase 1

- Challenge 1: Inventory of all volunteer or stewardship opportunities
- Challenge 2: Meet with Volunteer Team Chairs to get buy-in
- Challenge 3:
 - How to get this into a database and maintain the database
 - How to manage the data
- Challenge 4: Convert opportunities to a communicable format
- Challenge 5: Make stewardship booklet
- Challenge 6: Get awareness among parish before release
- Challenge 7: Release stewardship booklet
- Challenge 8: Get responses back from parish
- Challenge 9: Compile responses
- Challenge 10: Analyze responses
- Challenge 11: Train team chairs to record participation
- Challenge 12: Develop feedback loops

Phase 2

Challenge 13:

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Stewardship Booklet.....example

St. John's Festival June 24,25 & 26 2011	<input type="checkbox"/> General _____	<input type="checkbox"/> Concession _____
John Doe Family	<input type="checkbox"/> Carry Out _____	<input type="checkbox"/> Food Booth _____
Member 1 _____	<input type="checkbox"/> Set-Up _____	<input type="checkbox"/> Games _____
Member 2 _____	<input type="checkbox"/> Breakdown _____	<input type="checkbox"/> Raffles _____
Member 3 _____		
Other _____		
Each Activity Worth: 4 Hours	2010 Role: <u>Concession: (Pop & Pizza Stand)</u>	
	2010 Role: <u>Set-Up: (Electrical - Lights)</u>	

Assumptions: Each family is expected to donate 32 hours per Church Calendar year

Stewardship & Development

Phase 2 - Treasure

Stewardship Primary Timeline – Phase 2

- Phase 2 - Treasure
 - Tithing (treasure)
 - Existing information process leveraged to verify participation issues
 - Information scrubbed for anonymity
 - Names of parishioners replaced with generic nomenclature
 - Contribution amounts removed and replaced with percentages
 - Reviewed information is reviewed with no bias and strict rational intent.