



MANAGEMENT PLAN

Name: Community Life
Organization: Church of St. Michael the Archangel
Title: Pastoral Plan
Period of Plan: 2010-2014

DESIRED OUTCOME

Vision of the "Should-Be" (a clear description of your long-term vision)

A congregation that senses they are truly welcome and are at home by the friendliness and concern all members have for each other. A place they feel that they belong and can rely on for spiritual and social uplifting and will support the many events and ministries offered. In the spirit of serving God in all our activities, events, and tasks, to be always aware of and show the love of Jesus.
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CURRENT SITUATION

Estimate of the "As-Is" (factual statement of where you are today compared to your vision)

Parishioners could be more open and friendly. People do not seem to be engaged or connected to church life. Planned events are not well attended. We have stopped wine and cheese, informal bingo, movies and Scrabble because of low interest.



GOALS

GOAL 1: To make St. Michael's a warmer, more friendly and welcoming community, where people will enjoy worshipping and feel they belong.

ACTION STEPS, TIMETABLE AND RESOURCES & MEASUREMENT

ACTION STEP 1: Have at least two greeters at all Masses and a coordinator to cover scheduling of greeters.	
TIMETABLE:	Summer 2011
RESOURCES:	Bulletin announcement, personal invitation, Parish Directory, Welcome name tags, new parishioners welcomed from pulpit.
MEASUREMENT:	Recruit 3 new people every quarter

ACTION STEP 2: Develop welcome packets and trifold to send to new parishioners	
TIMETABLE:	2012
RESOURCES:	Material given to Corinna Sibiski. Hire printer, folders, advertisers, place to display in church.
MEASUREMENT:	Folders in place in narthex of church

ACTION STEP 3: Quarterly orientations to welcome new parishioners.	
TIMETABLE:	1 st quarter of 2011
RESOURCES:	List of new parishioners, written invitation, Fr. Sorra, Welcome Committee, committee heads and commission chairs, meeting room, light fare
MEASUREMENT:	Reaction of people and their ultimate involvement in Parish life. Document number of orientations in given year.



ACTION STEP 4: Send written welcome cards along with St. Michael's prayer cards to new parishioners followed with a phone call.	
TIMETABLE:	Ongoing
RESOURCES:	Card stock, holy cards, stamps, list of new parishioners from Parish office, Theresa and Katie Kopasek or other person writing note and Welcome Committee members making phone calls.
MEASUREMENT:	Documentation that cards are written and calls made.

ACTION STEP 5: Send congratulation cards to parents of children baptized, First Communicants, and those being confirmed.	
TIMETABLE:	Ongoing
RESOURCES:	Cards and card stock for printing, envelopes, list of those receiving sacraments, stamps, volunteer to write cards.
MEASUREMENT:	Documentation that cards are written and calls made.

ACTION STEP 6: Offer coffee and sweets or other social events after Masses.	
TIMETABLE:	Ongoing, plus support of parishioners to supply baked goods
RESOURCES:	Announcement from pulpit with enthusiasm, place notice on easel or bulletin board, coffee, sweets, Welcome Committee member to set up, other groups or parishioners to provide sweets, cups, plates, condiments
MEASUREMENT:	Greater attendance and increased events

POTENTIAL OBSTACLES THAT YOU ANTICIPATE

Print ready layout not complete to send to printer for welcome folders; insufficient funds; low



interest for volunteers to provided baked goods; scheduling

CONTINGENCY SOLUTIONS TO OVERCOME THOSE OBSTACLES

Fund raising; volunteer resources from PIC survey

GOAL 2: Evangelization (foster a greater awareness of our mission statement to reach out with the love of Jesus to the community and beyond.)

ACTION STEPS, TIMETABLE AND RESOURCES & MEASUREMENT

ACTION STEP 1: Have ministry fair to enlighten parishioners of the many programs offered and opportunities for volunteering

TIMETABLE:	Fall 2011
RESOURCES:	All committees and groups providing informational literature, space, tables, announcements, advertizing in local papers, refreshments
MEASUREMENT:	Number of people that attend and take part in Parish life.

ACTION STEP 2: Present Archdiocesan Program to enhance and strengthen faith.

TIMETABLE:	Fall 2012
RESOURCES:	Archdiocesan office of Evangelization and Ministries, meeting room
MEASUREMENT:	Number of people registering; positive effect of program on their lives

ACTION STEP 3: Increase membership in the Holy Name Society and Sodality

TIMETABLE:	2012
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RESOURCES:	Invite more presenters to give interesting talks at monthly meetings and offer annual retreat
MEASUREMENT:	Increased number of members

ACTION STEP 4: Have greeters present at Baptisms, and First Communion and Confirmation liturgies. Small gift given at Baptism, along with handout of information on St. Michael's.

TIMETABLE:	2012
RESOURCES:	Greeters, small gifts, brochures or trifold
MEASUREMENT:	Documentation of greeters scheduled and present.

POTENTIAL OBSTACLES THAT YOU ANTICIPATE

Apathy; low interest for volunteers

CONTINGENCY SOLUTIONS TO OVERCOME THOSE OBSTACLES

Volunteer resources from PIC survey

GOAL 3: Provide activities/events that could be shared by all to build community and establish friendships

ACTION STEPS, TIMETABLE AND RESOURCES & MEASUREMENT

ACTION STEP 1: Establish ways to unite Hispanic community into one parish community	
TIMETABLE:	2011
RESOURCES:	Collaborate with Hispanic group, events that would be of interest, such as bake off contest and monthly lunch fund raiser: registrants, room to present, voting cards, music



MEASUREMENT:	The number of people who participate
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ACTION STEP 2: Offer church tour	
TIMETABLE:	Fall 2010
RESOURCES:	Henry Davis, bulletin and pulpit announcements
MEASUREMENT:	Increased interest and attendance

ACTION STEP 3: Present the Home Advent Wreath Making Project	
TIMETABLE:	Ongoing – November 28, 2010
RESOURCES:	Laboure Hall, supplies to make wreath, live greens, activities for children, snack food, beverages, plates, cups, napkins
MEASUREMENT:	The number of people who participate

ACTION STEP 4: Offer church Open House	
TIMETABLE:	Fall 2011
RESOURCES:	Henry Davis, bulletin and pulpit announcements, local newspapers, signage on Belair Road
MEASUREMENT:	Increased membership

ACTION STEP 5: Support the efforts of other parish societies and organizations	
TIMETABLE:	Ongoing
RESOURCES:	Whatever is requested by other groups
MEASUREMENT:	Positive responses to requests



ACTION STEP 6: Work with Hispanic Group in presenting an International Fall Festival	
TIMETABLE:	Sept. 2010
RESOURCES:	School Gym, volunteers, possible singers, samples of food, drinks, tickets for food purchase, plates, cups, napkins, utensils
MEASUREMENT:	Positive response of attendees

POTENTIAL OBSTACLES THAT YOU ANTICIPATE

Volunteer burnout, language barrier, apathy

CONTINGENCY SOLUTIONS TO OVERCOME THOSE OBSTACLES

PIC Resources, new volunteer recruitment, early calendar requests

TRACKING AND MEASUREMENT

Who needs to know?

Who needs to tell them?

Who needs to know?

How will we communicate the plan?



When will the plan start?

Who is responsible for what?

What kind of follow-up is needed?

From whom?

How often?

In what form?

Support team important to the success of this plan: