



MINISTRY OF THE PARISH COUNCIL

SESSION 2

PARISH COUNCIL EXPECTATIONS & GOOD PRACTICES

Sponsored by
Parish Development Ministry,
Archdiocese of Western Pennsylvania, Orthodox Church in America

12/9/2015

Session Two: December 8, 2015

Presenter

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Joseph Kormos

Parish Development Ministry Leader, Archdiocese of Western PA

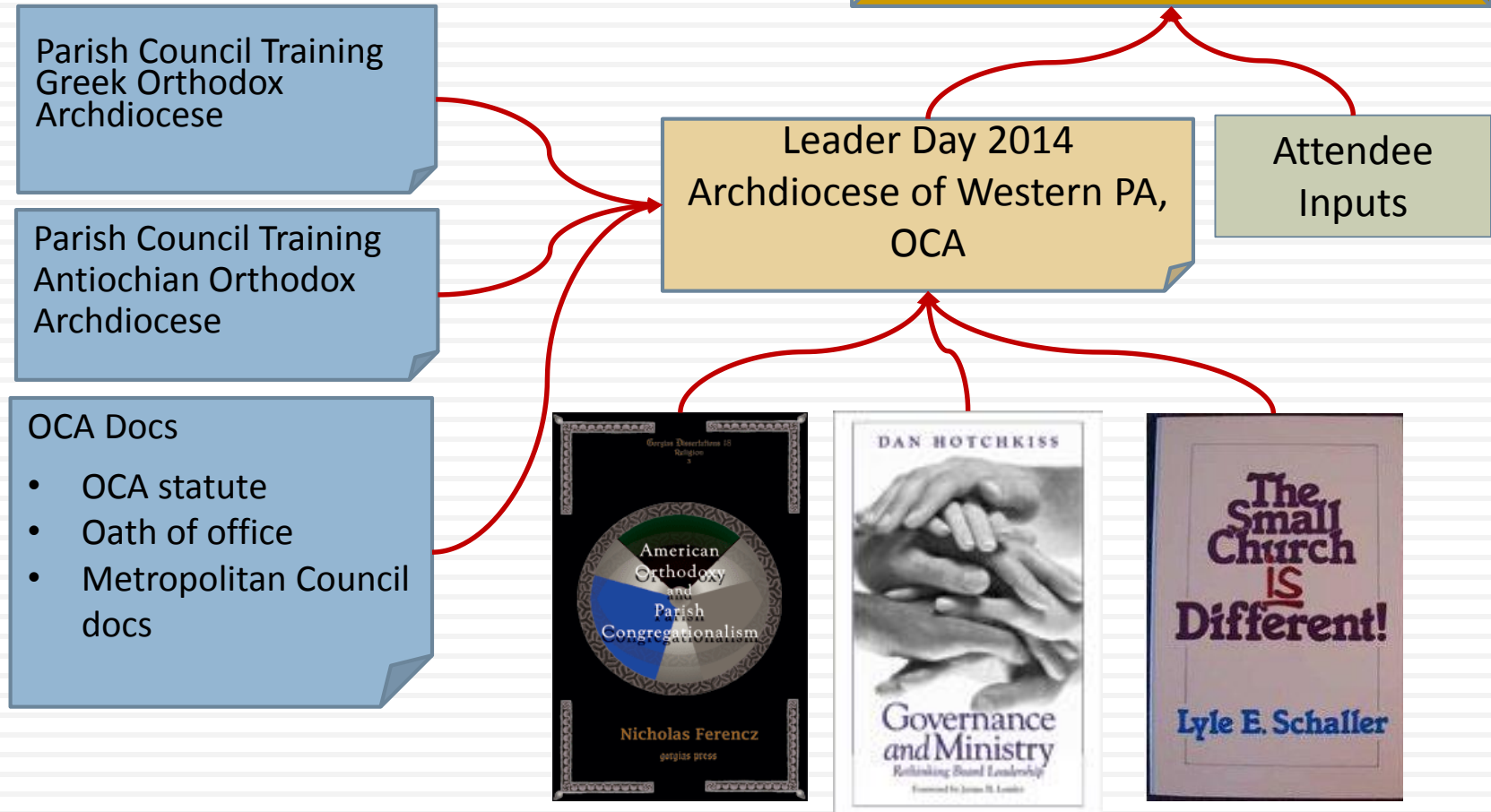
- Eight Years Orthodox Parish Development and Renewal
 - ▣ Visited 85 Orthodox parishes
 - ▣ Over 25 multi-parish workshops & webinars
- Useful secular professional experience
- Christ the Savior – Holy Spirit Orthodox Church, OCA Cincinnati, OH
 - ▣ Numerous positions



Sources

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Webinar Series



Lady at a Conference Describing Her PC Service

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“I got on the parish council because I saw needs and challenges facing our parish. I wanted to make a difference -- to move us to become more Christ centered.

I was frustrated because all they wanted to do is talk about fixing the steps.”

Series Goal

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Provide a Foundation for Better Parish Councils
Based on Proper Orthodox Doctrine – *not conventional mythology*

From

Parish Fire Department

- ▣ day to day
- ▣ Focusing on bills, budgets, buildings
- ▣ Wrestling for power & control



To

a Shared Leadership Body...
co-responsible with the priest
to...

- ▣ discover possibilities
- ▣ discern priorities
- ▣ drive change,
- ▣ prepare the parish for vital ministry
- ▣ ...and a ***brighter future***

Session Outline

Session 1

- ▣ Principles of Parish Governance

Session 2

- ▣ Habits & Practices of Good Parish Councils

Session 3

- ▣ Improving PC Meetings

Session 4 (*if necessary*)

- ▣ Unfinished topics; Exploring Typical PC/Leadership Issues

Session Two Topics

1. Parish & Council Purpose (review)
2. Council Member Expectations
3. Council Responsibilities and Tasks
- =====
4. Thoughts on Various Council Structures
5. Healthy Habits of Effective Parish Councils

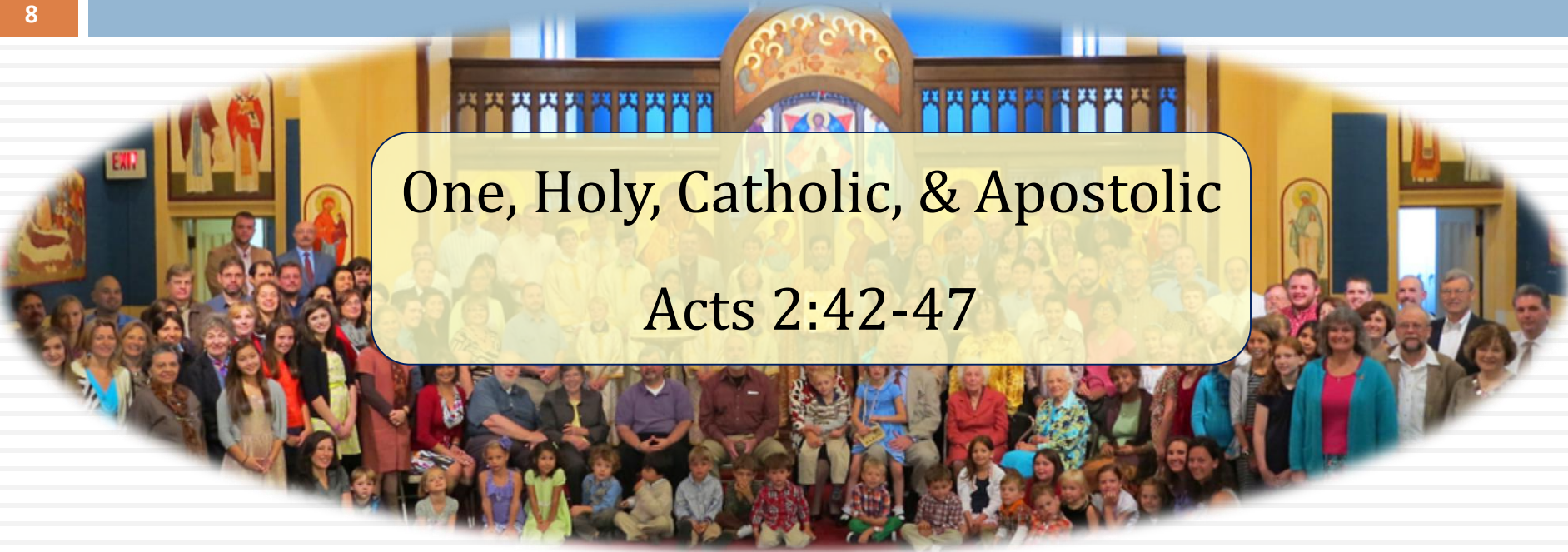
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1. Purpose

The Parish *(review)*

Old OCA Statute

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One, Holy, Catholic, & Apostolic
Acts 2:42-47

“The parish is a local community of the Church having at its head a duly appointed priest and consisting of Orthodox Christians who live in accordance with the teachings of the Orthodox Church, comply with the discipline and rules of the Church, and regularly support their parish.

Parish Council *(review)*

A Shared Leadership Body

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The Parish Council is a shared leadership body that is co-responsible under the rector's guidance for the health & vibrancy of the parish. Working together they are stewards of the parish's ability to fulfill its total mission.

In addition to overseeing the parish's God given resources, the council must discern priorities, drive change and enliven vital parish ministries.



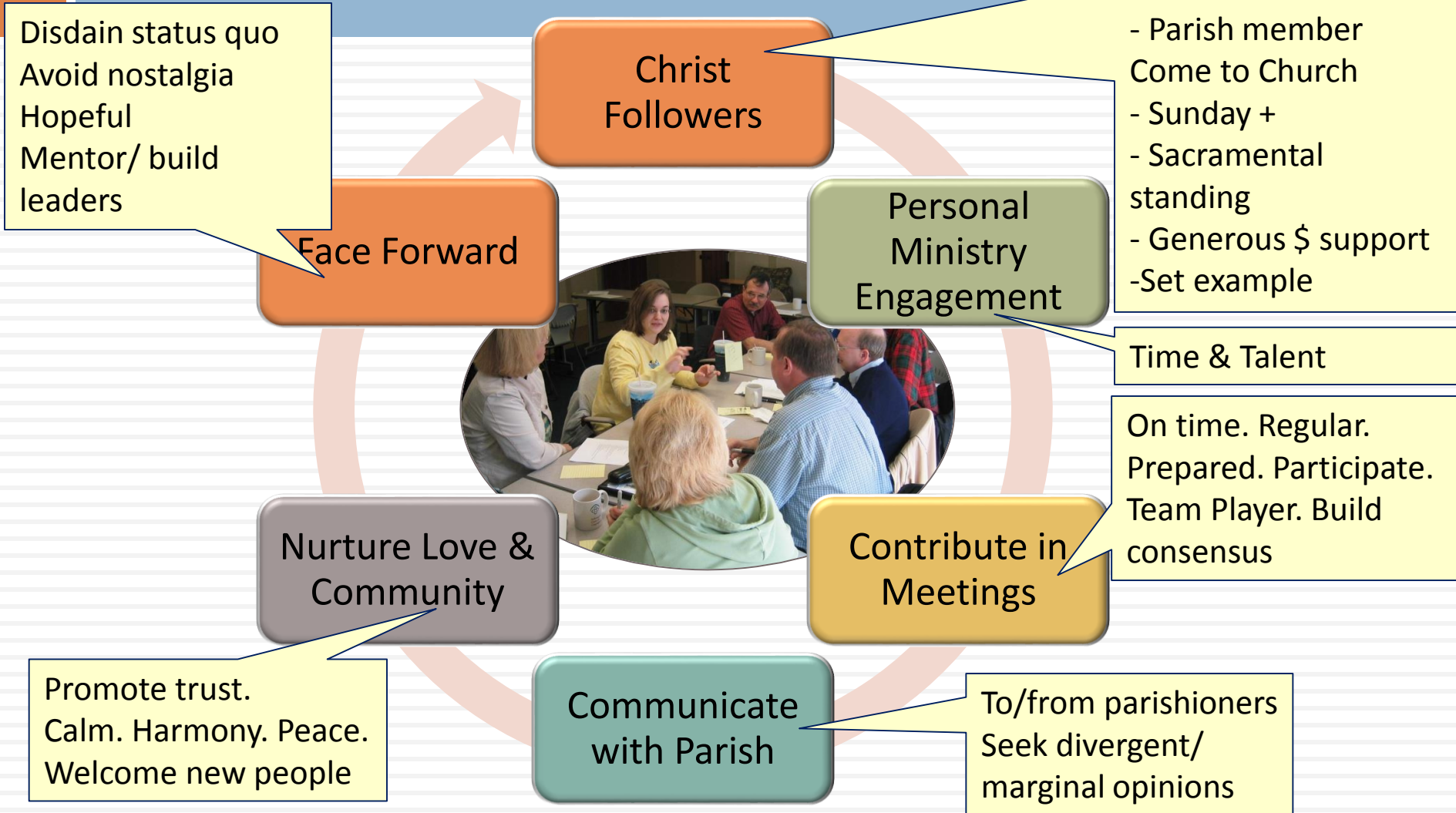
2. Six Qualifications & Expectations

Of Parish Council Members

“Members of parish council should hold to a vision that they are personally and collectively responsible to *make* the parish be the Body of Christ --to love God and love neighbor... they are actually **co-ministers of the Gospel** with the clergy and everyone who serves the Church.”

Six Qualifications & Expectations

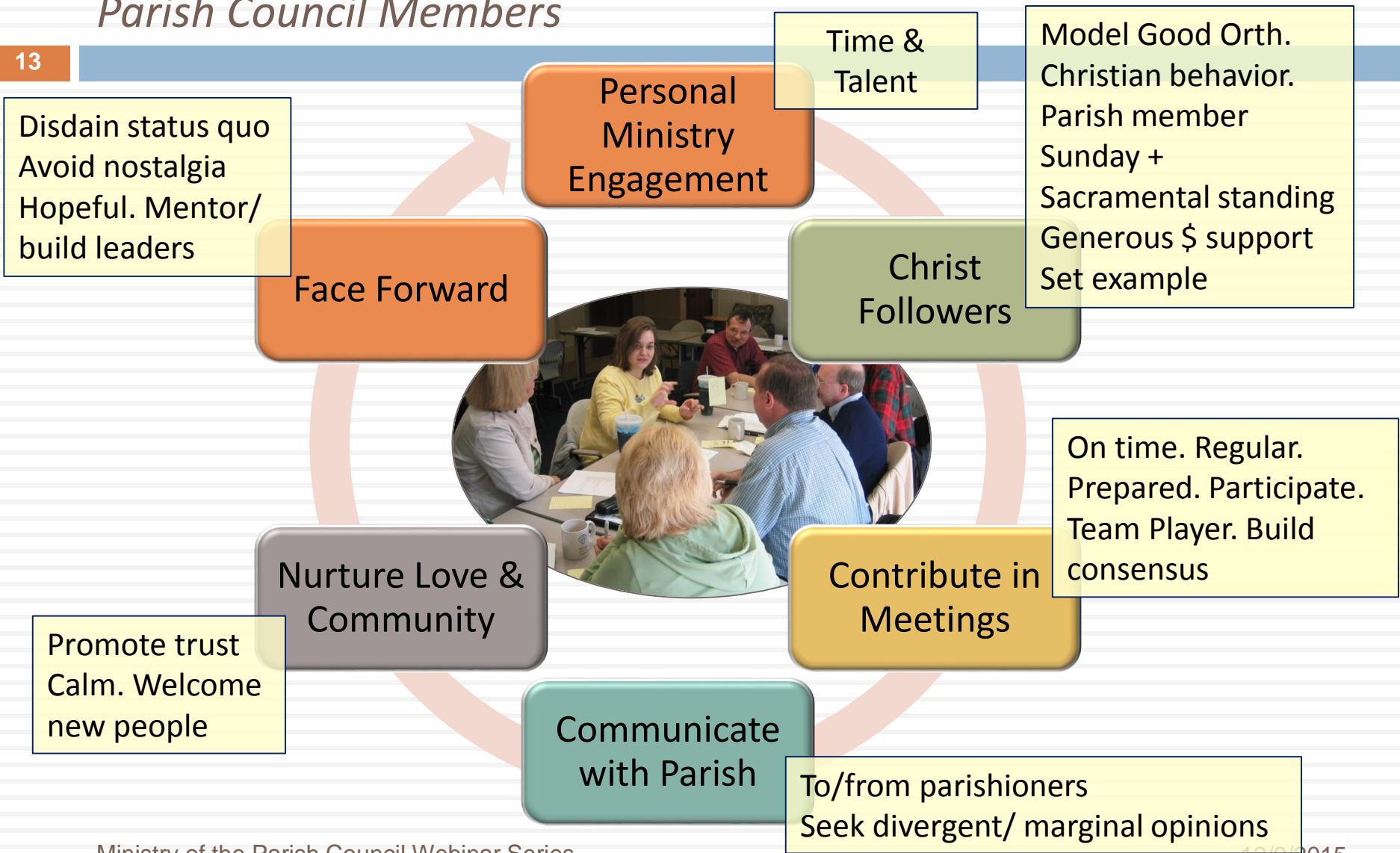
Parish Council Members



Six Qualifications & Expectations

Parish Council Members

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Shared Ministry:

Priest & Parish Council

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“The most basic task of the Church leader is to discern the spiritual gifts of all those under his authority, and to encourage those gifts to be used to the full for the benefit of all.”

~ Saint John Chrysostom ~



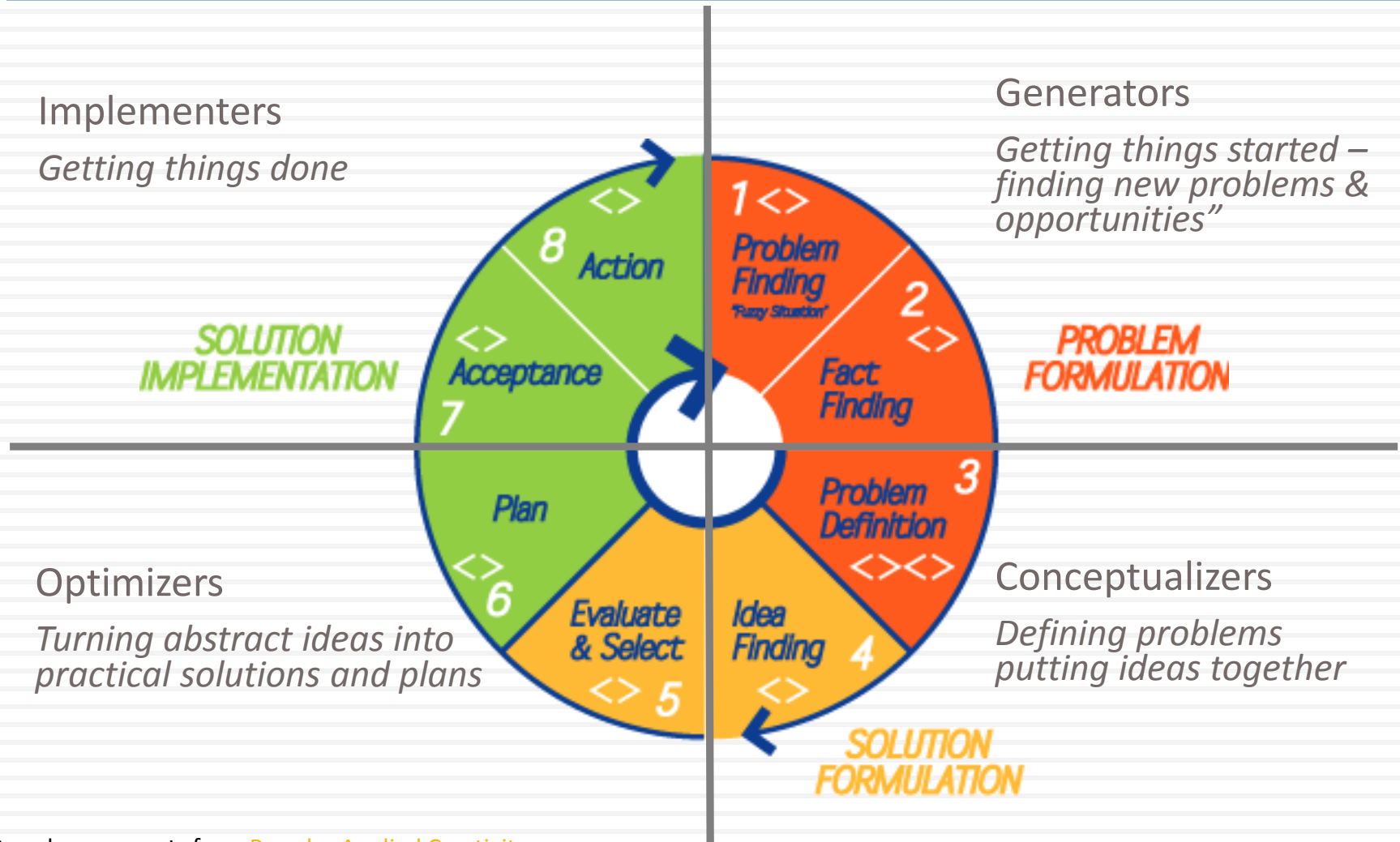
All the Same?

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- Hopefully every parish council member can meet all (or most) of the aforementioned expectations.
- Does that mean every PC member will bring the same skills and gifts to the table?
- Of course not.
- Consider the next thoughts about differing problem solving roles and abilities.

People Have Different “Cognitive” Strengths

A Broadened Parish Council Needs an Array of Skills



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3. Ten Council Ministries

Ten Parish Council Ministries

Oversight, Vision & Planning, Stimulate Ministry

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Oversight

- **1. Stewards of God's Resources** (*"Bills Budgets Buildings,"* *Transparent reporting, Safety & Risk, Policies*)

Vision & Planning

Stimulate Ministry

Ten Parish Council Ministries

Oversight, Vision & Planning, Stimulate Ministry

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Oversight

- 1. Stewards of God's Resources (*"Bills Budgets Buildings,"* *Transparent reporting, Safety & Risk, Policies*)

Vision & Planning

- 2. Express parish mission & purpose
- 3. Synthesize Opportunities & Challenges
- 4. Articulate Future – Vision, Possibilities & Priorities
- 5. Be Agents of Change
- 6. Encourage Urgency & Intelligent Risk Taking
- 7. Connect to larger church/ community

Stimulate Ministry

Ten Parish Council Ministries

Oversight, Vision & Planning, Stimulate Ministry

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Stimulate Ministry

- 8. Define necessary ministries & provide resources
- 9. Structure parish to empower ministry
- 10. Drive Accountability - Encourage follow through; Express results hoped for

Diverse Make Up

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- Age
- Years in Parish
- Families/Generations in parish
- Ethnicity
- Men & Women
- Converts & Cradles
- Economic Status

Term Limits

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Pro

- Forces turnover
- Engages new people
- Fresh Ideas; Avoids 'Ruttedness'
- Limits on going power
- Orientation forces reiteration of PC purpose
- Delicate way to remove dead weight

Con

- Continuity>> "Formed team"
- Builds up experience & fluency
- May help long term view

PC President/Warden Role

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- Recognize rector as the head of the parish
 - Support rector in carrying out his duties as necessary
- Policy Development and Oversight
 - Use extant policies & procedures carry out various duties
- Planning
 - Long-range planning (Planning committee)
 - Yearly planning and goal-setting
- Special Meetings
 - Plan annual meeting with rector—reports/ agenda
 - Plan council retreats for establishing & reviewing short/ long-term goals
- Council Meetings
 - Preside when asked.
 - Plan monthly council meetings with rector—sending out meeting reminders, requesting reports, setting the agenda,
 - Write updates for bulletin on council meeting discussions/ decisions.
 - Ensure council decisions are carried out.
- Special Events
 - Plan / secure a chairperson for various events or celebrations
 - Ensure rector is recognized at Christmas and Pascha
- Budget oversight
 - Ensure budget is consistent with goals, mission, priorities
 - Ensure expenses don't exceed revenue
- Interface
 - Address parishioner concerns/questions when necessary
- Welcome newcomers
 - Provide welcome & membership packets when useful
 - Answer ??s re: membership & parish life
- Represent parish at Diocesan Assembly & AAC

One Parish's View

Discussion Question

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- In what ways does our parish council & its members reflect the aforementioned expectations and responsibilities?
- How effective was our parish council last year?
 - ▣ Did we move the parish into the future?
 - ▣ How do we evaluate that?
 - ▣ What does a *good year* look like for us?
- What is a (reasonable) risk our parish/ PC could take in the next year?

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4. Parish Structure

Parish Administrative Structure

Requirements

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1. Connect administration & governance with ministry
 - ▣ Enable ministry effectiveness w/o micromanaging
2. Enable parish decision making and change
3. Make service attractive to the gifts of your best people
4. Fulfill needs of parish's *future* size
5. Resist the gravitational pull that can drag council into business mentality or minutiae.
6. Balance urgent and important; immediate and future

Distinction Between Governance & Ministry

Governance

Bigger picture; planning

Produces paper – policies, missions, goals, plans.

Diverse, patient, verbal, at ease with abstract thinking; intangible work.



Ministry

Doing; Bias toward action

Ministries take action.

Passion, urgency, unity, problem solving skills, preference for action over talk



Distinction Between Governance & Ministry

Governance

Bigger picture; planning

- Oversight of resources
- Vision & Planning
- Stimulate Ministry

Standing Committees

- Governance
- Nominations
- Strategic planning
- “Equipping” -- Leader Devp’t
- Finance/ Budget/Audit
- Parish gatherings
- Misconduct

Ministry

Doing; Bias toward action

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Standing Committees

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- Nominations
- Strategic planning
- "Equipping" -- Leader Devp't
- Finance/ Budget/ Audit
- Parish gatherings
- Misconduct

Define;
Provide Resources,
Describe Outcomes

Ministry

- Maintenance
- Planning
- Architectural

Stewardship

- Annual campaign
- Gift planning endowment

New Member assimilation

- Mentoring
- Giftedness assessment

Communications

- Website
- Newsletter
- Directory

Fellowship

- Coffee hour
- Celebrations / meals
- Kitchen Ops

Formation

- Youth
- Adult Education
- Church School
- Prayer Groups

Christian Service

- In-reach
- Charity Neighborhood
- Charity International

Evangelization

- Speakers Bureau
- College Programs
- Events
- Greeting

Doing; Bias toward action

Worship

- Sacristan
- Prospora
- Church Decoration
- Choir

Standard Parish Council Structure

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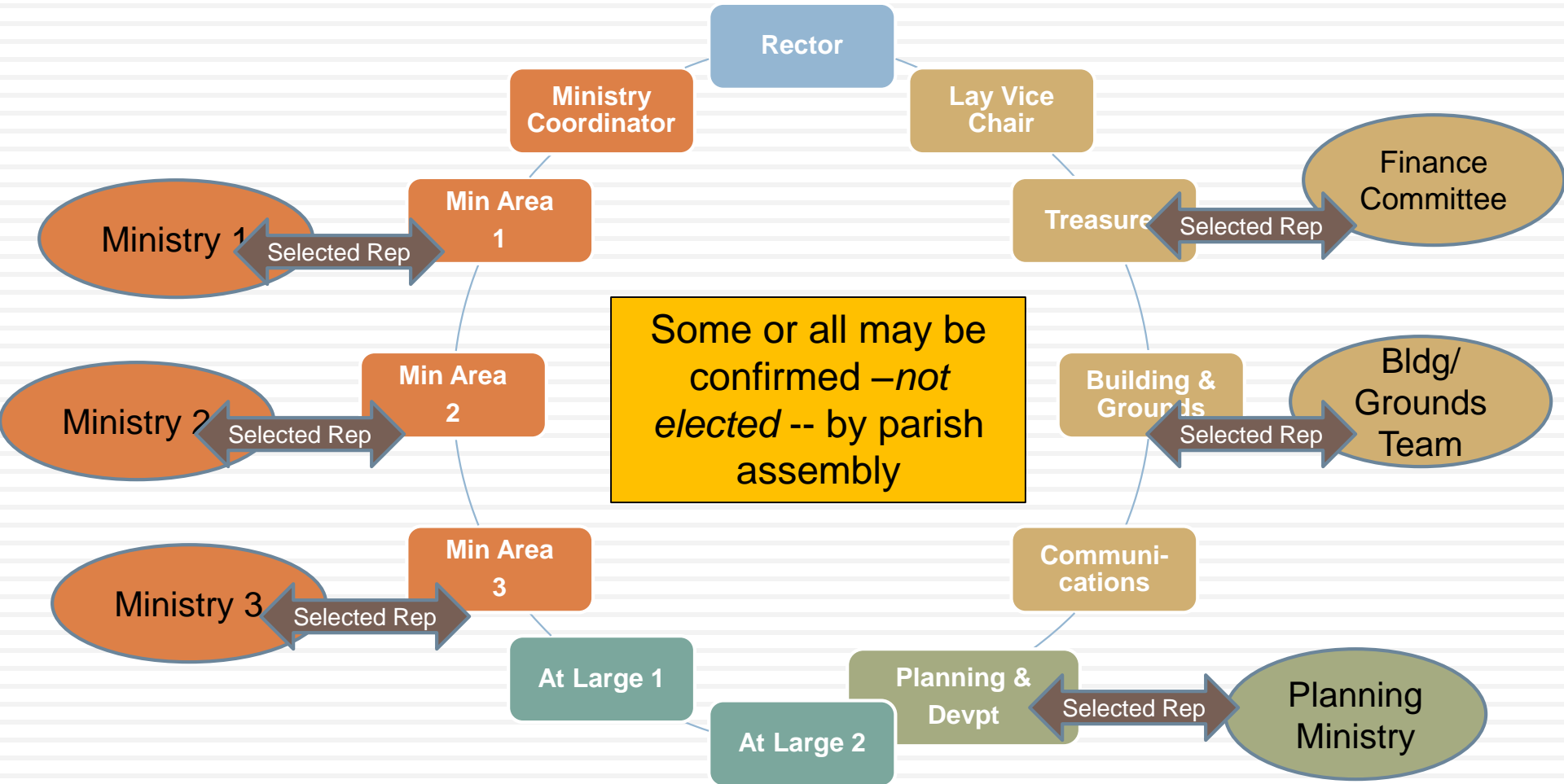
One Priest's Input

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“Parish Council's need a new structure.

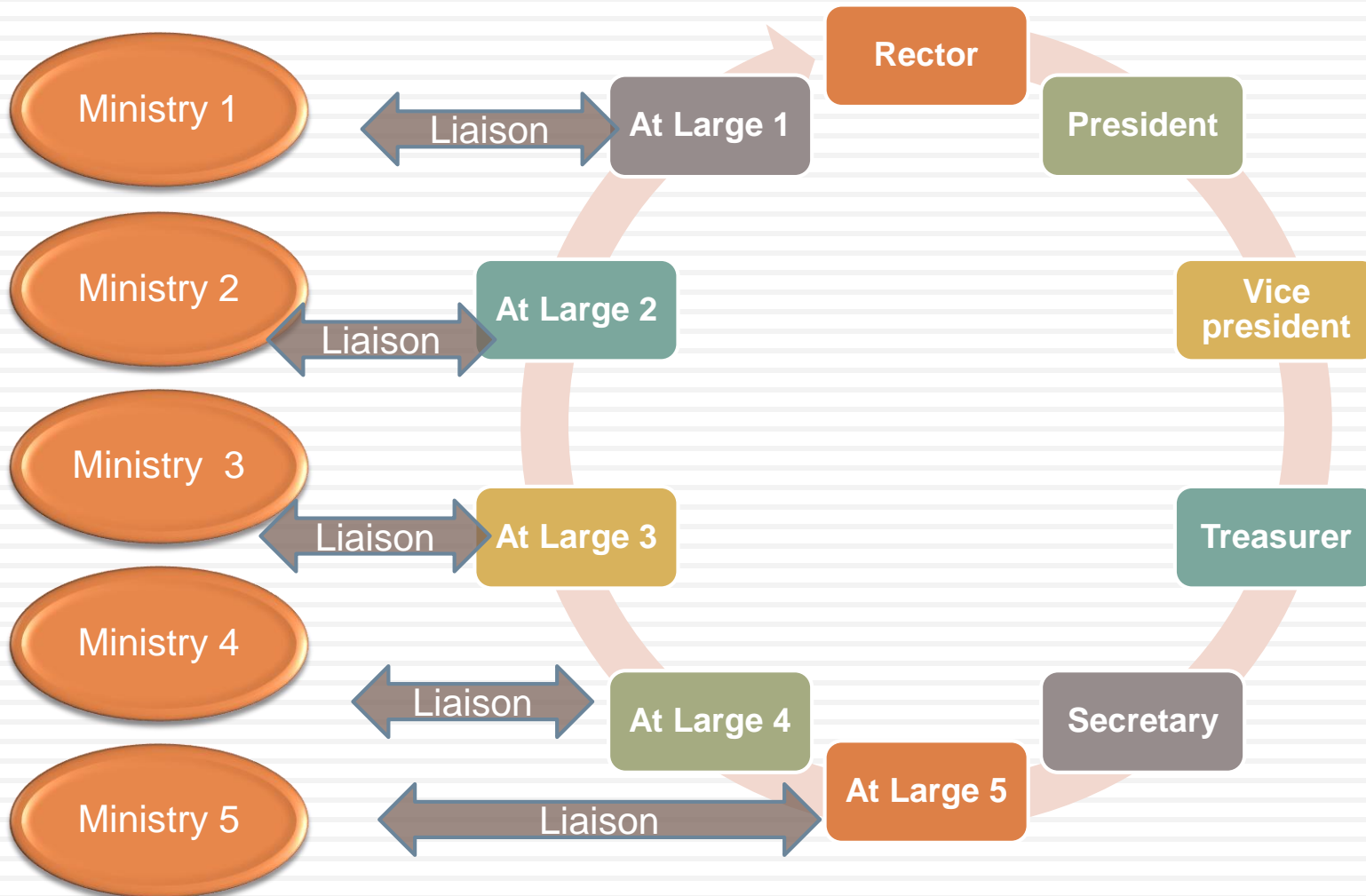
‘At large’ council members without a specific job fall into the habit of becoming disinterested critics –as opposed to workers. I'm convinced that *ministry driven* Councils are the only way to go. Every member of the Council needs to have an important job/ministry/ role that can be represented to the entire council regularly.”

Structure



Another Structure

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Discussion Questions

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- What was last significant decision you made
 - ▣ As a parish?
 - ▣ As a parish council?
 - ▣ How was it made?
- What was good and less good about that process?

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5. Good Council Habits & Practices



A Dozen Healthy Habits of Parish Councils

Non Meeting Related

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1. Improvement Oriented –Yes or No?
 - ▣ Do we want to become more effective?
 - ▣ Name: “Council” NOT “Trustees”
2. Parish Council Covenant >> Commit to good behaviors
3. Every member engaged
 - ▣ A ministry or a specific council related job.
4. Policies /Best Practices Manual(s)
 - ▣ Donor restricted gifts; Restricted gift acceptance;
 - ▣ Transparency and conflict of interest
 - ▣ Sexual misconduct
 - ▣ Donor confidentiality,
 - ▣ Stewardship campaign practices etc.

A Dozen Healthy Habits of Parish Councils

Non Meeting Related

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5. Annual Planning Retreat
6. Annual Goals/Key Priorities
7. 3-5 Year Vision budget
8. Council orientation session; Council handbook
9. Semi-Annual Parish Health/Vibrancy Inventory



A Dozen Healthy Habits of Parish Councils

Non Meeting Related

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10. Parish Dialogue Sessions

Open questions invite conversation before a decision. Nothing prepares a parish more for change than one or more opportunities to talk about the future

11. Grade your paper

“No one step a council can take instills accountability better than periodic evaluation of its own performance.”

Governance and Ministry

12. Get help

The physician who treats *himself* has a fool for a patient.

PC Purpose

The Parish Council is a shared leadership body that is co-responsible under the rector's guidance for the health & vibrancy of the parish. Working together they are stewards of the parish's ability to fulfill its total mission.

In addition to overseeing the parish's God given resources, the council must discern priorities, drive change and enliven vital parish ministries.

PC Member Qualifications & Expectations

1. Christ followers
2. Personal Ministry Engagement
3. Contribute in meetings
4. Communicate / know parish
5. Nurture trust, love, harmony, & peace
6. Future centric

Council Responsibilities & Tasks

Oversight

1. Stewards of God's Resources: \$, bldgs.; safety; policy

Vision & Planning

2. Express parish mission
3. Synthesize Opportunities & Challenges
4. Articulate a Future Vision & Priorities
5. Be agents of change
6. Encourage urgency & Intelligent, risk taking
7. Connect to Larger Church & community

Stimulate Ministry

8. Define necessary ministries & provide resources
9. Structure parish structure to empower ministry
10. Drive accountability

Duty of Care:

Diligence,
awareness
ordinary
prudence

Duty of Loyalty:

Stewards not
owners Set aside
personal desires
Avoid self-
dealing; Vote the
mission

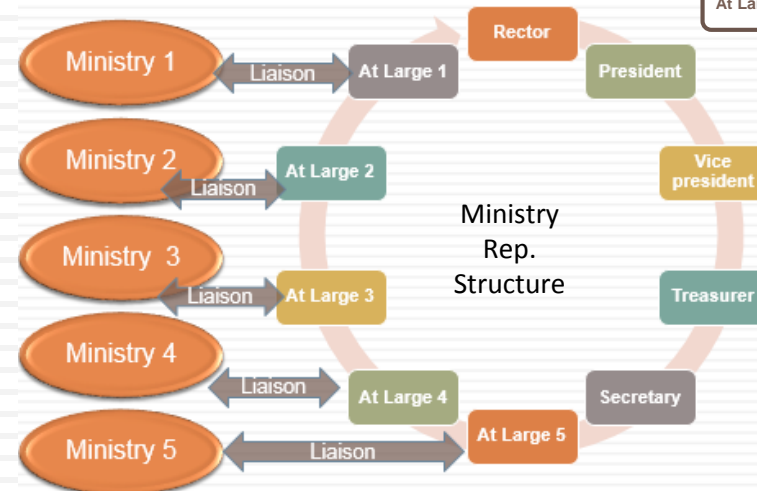
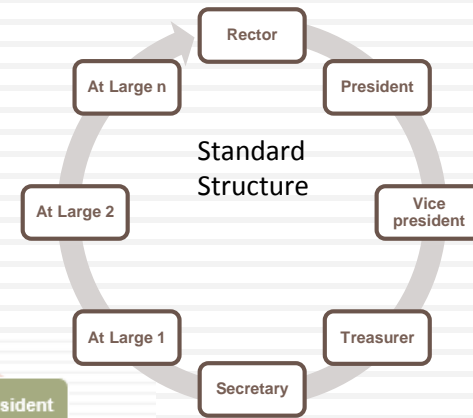
PC Healthy Habits & Practices

1. Improvement mentality
2. PC Covenant
3. Every member engaged
4. Policies /Best Practices Manual(s)
5. Annual planning retreat
6. Goals/Key Priorities
7. 3-5 year vision budget
8. Council orientation session
9. Health Assessment (2yrs.)
10. Dialogue sessions
11. Grade your paper
12. Get help

Session 2 Summary

Structure Options All structures have +/-

Connect governance with ministry ♦ Enable change/decisions ♦ Appropriate to future size ♦ Connect administration & governance w/ ministry ♦ Enable ministry effectiveness w/o micromanaging ♦ Be attractive to the gifts of your best people. ♦ Avoid minutiae. ♦ Balance urgent/ important; immediate and future.



Governance and Ministry

Governance

Parish Council: Fiduciary;
Bigger Picture; Longer term

- Resource Oversight
- Planning
- Ministry Definition.

Standing committees

Governance ♦ Nominations
♦ Strategic plan'g ♦ Leader
devel. ♦ Finance/
Budget/Audit ♦ Parish
gatherings ♦ Misconduct.

Ministry

Doing; Bias toward action
Secretarial ♦ Building/
Grounds ♦ Stewardship
♦ Gift planning ♦ New
Member Integration ♦
Communications ♦
Kitchen Ops ♦ Fellowship
♦ Youth ♦ Christian
Formation ♦ Active
Service ♦ Evangelization
♦ Worship

Session Three January 12 2016

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- Good Meeting Practices
- Consensus
- Roberts Rules

Registration link

<https://attendee.gotowebinar.com/register/3541769216167111938>

THE END

12/9/2015

Thank You for Your Attention