



MADE2THRIVE

Strategic Planning Process

1. Form Strategic Planning Leadership Team. This should include the pastor, parochial vicar, paid staff of the parish, as well as volunteers who are either leading or very active in ministries of the parish such as PCCW, Knights of Columbus, RCIA, Music, etc. Team should have diversity of gender and ethnicity. Need strong leaders as well as thoughtful listeners on this team. Depending upon the size of the parish the total amount of people on this team could be anywhere from 7 to 50. Someone then needs to lead this entire team. This could be the pastor, but in many parishes it would be most appropriate to have a lay person who is a strong leader. Made2Thrive could be contracted with for his purpose as well, or some other Strategic Planning firm.

2. Mission Statement

1. If the parish already has a mission statement then the first thing the team should do is review it. If the parish does not have a mission statement then this is the first step. The whole Strategic Planning Leadership Team should be involved in this.
2. A Mission Statement should be short, concise, and something easy for not only the Leadership Team to commit to heart but anyone in the parish.
3. The mission of the parish is why the parish exists. It should motivate members of the parish to be involved in the parish.
4. A Mission statement should not be elaborate. A mission should be able to be stated in one simple sentence.
5. Examples:
 1. To help members know God, love God, and serve God.
 2. To bring the love of Jesus to the members of the parish.
 3. To help members encounter Christ daily.
6. Some questions to ask to determine a mission:
 1. What do we enjoy doing as a parish?
 2. What is our parish passionate about?
 3. What is our parish's purpose?
 4. Why does our parish exist?

3. Vision Statement

1. The entire Leadership Team will work to determine the parish's pillars or core values. It is best if there are at least 4 and maybe no more than 8. These are the foundational things of the parish.
2. The Leadership Team determines when in the future the vision will be completed. Suggestion is for no less than 3 years and no more than 10 years. Examples may be; Faith Formation, Youth and Family, Liturgy, Prayer and Sacraments, Parish Finances, Building and Grounds, Evangelization and Catechesis, Parish Events
3. The vision should clearly capture and articulate what the team wants the parish to look like in the future.
4. The vision must be compelling and something that will provide excitement to the members.

5. Once the Vision Pillars are determined then the whole team is divided amongst the Pillars and will form Pillar Teams. People should join a team that they are already involved with or one they have an interest in and can be excited to form this vision. A Pillar Team Leader should be selected.
 1. The vision can be in bullet points or in written narrative.
 2. The vision for each Pillar Team must be specific and something that can be measured. There are exceptions that can be made to this rule.
 3. Examples of parts of a pillar vision; By the end of 2027
 1. We have 20 teams for two who each week go out door to door in the parish boundary to meet people where they are at.
 2. We have 10 new people brought into the Church at Easter Vigil.
 3. Fully developed a curriculum for Adult Faith Formation.
6. Once the Pillar Teams have completed their vision each team shares with the entire group to receive feedback and then can make any modifications.
7. Each Pillar Team should think big, but not have too much in their vision. It needs to be something that can truly be accomplished. Therefore, each Pillar may want to keep the total number of bullet points to less than 15. It has to be something manageable.

4. Goals and Action Steps:

1. In order to achieve the vision each Pillar Team must have concrete goals that they can achieve in order to keep moving toward the ultimate vision.
2. Without goals the vision will never happen and success of the vision without goals is impossible.
3. Goals must be written, specific, achievable, measurable, and time sensitive. They could also be actionable, risky, exciting, and relevant for each Pillar Team.
4. The goals should revolve around the vision, and each Pillar Team should have anywhere between two to three goals per quarter, so no more than 12 in a year. Keep it simple, if you have too many goals the team will become exhausted. Each goal could be applicable to just one part of the vision or the goals could cover a variety of the vision.
5. Ultimately the Pillar Teams will have written down all of the goals for the next year, and then broken down into four quarters with 2 to 3 goals per quarter.
6. Meeting #4 for Parish Leadership Team. We will share with the team what an agenda will look like for each Pillar Committee's monthly meetings. This agenda will assist in making sure the committee is progressing through their goals and moving them closer to the overall vision. Each of the Pillar Committees can expand to include others involved in the parish, and this would be highly encouraged to engage more people in the parish. We will also review the importance of this Parish Leadership Team meeting quarterly as well as showing what an agenda may look like. We will also provide instruction for what to do at the end of a parish year to review the Strategic Plan so it can continue to move toward the overall vision of the Parish.
7. In order to achieve the shorter term goals, which move you closer to the vision, you also need concrete action steps.
 1. These are tactics or to do's that are done daily, weekly, or monthly. They must be specific, actionable, and include dates to be completed as well as the individual assigned to those responsibilities.
 2. The Pillar Team will come up with the initial Action Steps, with dates assigned as well as the member of the team responsible for each Action Step. These will be reviewed moving forward when each Pillar Team meets

5. Meeting Cycles and Agendas:

1. Each Pillar Team should determine how often to meet, a suggestion would be monthly or every six weeks. This is important because the team needs to remain engaged in the process to work through the action steps and goals.
2. A Quarterly Meeting should take place amongst all Pillar Team Leaders and the pastor. This will be used so each Pillar Team can report to the leaders of each Pillar Team the progress being made.

3. Sample Meeting Agenda:

- a. Share good news, personal, family, and Pillar Team wins.
- b. State Parish Mission.
- c. Review Parish Vision
- d. Review Goals
- e. Review Actions Steps

Have each Pillar Team member review the action items they were responsible for and report their progress. Is the action step on track or off track. For those off track a discussion should be held on what can be done to get it on track.

- f. Discuss any issues and come up with solutions for issues.
- e. Determine what needs to be done and assign new actions steps to the goals.
- g. Recap and summarize everyone's action steps.
- h. Cascade Messages, who needs to know what was decided and communicate to those individuals such as the Pastor, and all Pillar Team Leaders.

4. Misc- In the second or third monthly meeting of Q4 each Pillar Team should review the vision and come up with next year's goals. The Pillar Team Leaders in their last quarterly meeting should review each Pillar Team's goals for the current year to see what was accomplished. They should also review the Vision and determine if anything needs to be revised. Finally, review each Pillar Team's goals for the next year.

Made2Thrive can assist to put together a Strategic Plan for your parish. This can be done a variety of ways, including a one day Strategic Planning Day or with a few meetings over the course of a few weeks. If a One Day Option is selected then Made2Thrive can be brought in to assist. If the few meeting option is selected then Made2Thrive can lead the meetings via Zoom. Please contact Andrew Ojeda at andrew@integrityctr.com to discuss. His Cell Phone is 402-840-7726. We can customize a package for your parish and its needs.