

# Committee Charter

## St. Joseph Stewardship Committee

Rev. 12/03/18

### Mission

To cultivate a culture of stewardship that highlights prayer, participation and generosity in St. Joseph Parish.

### Vision

To support the mission of St. Joseph Parish ("A Christ-centered family engaging, connecting, and empowering God's people") in ways that promote stewardship.

### Key Responsibility Areas (KRAs)

- Provide ongoing formation and instruction to committee members and other parishioners to grow a sustainable culture of stewardship in the parish.
- Learn and share best practices in stewardship through collaboration with the archdiocese Office of Stewardship, and other archdiocesan parishes.
- Monitor and measure St. Joseph Parish programs and activities that promote and reflect a culture of stewardship in the parish.
- Coordinate the distribution of an annual Stewardship Report to parishioners that highlights parish prayer, participation and generosity for the year.

### Year-One Focus

1. Identify what the parish is currently doing to promote "personal stewardship" and "parish stewardship" that transforms the life of the parish.
2. Identify areas of growth for stewardship in the parish and recommend goals and objectives for the parish to implement.
3. Develop an annual, written annual Stewardship Plan that promotes stewardship activities and events while being mindful of other parish activities and religious celebrations throughout the year.
4. Plan and coordinate an annual Stewardship Weekend (beginning September 2019) during which parishioners will be encouraged to re-dedicate their personal commitment to stewardship.
5. Sponsor an annual Parish Ministry Leadership Meeting to: a) Provide stewardship formation to leaders of parish ministries; b) Discuss parish objectives and priorities; and c) Provide opportunities for ministries to collaborate and support one another.

### Committee Members

The Committee will consist of 8 – 12 parishioners, approved by the Pastor.

- The Pastor will designate one of the Committee Members as Committee Chair. The Committee Chair will be responsible for planning and facilitating Committee meetings and activities.
- One of the Committee Members (selected by the Committee Chair) will serve as Vice-Chair. The Vice-Chair will be responsible for securing meeting space for the Committee and will facilitate Committee Meetings in the absence of the Committee Chair.
- One of the Committee Members (selected by the Committee Chair) will serve as Recording Secretary to record the minutes of each Committee meeting.

All Committee Members serve at the pleasure of the Pastor for one-year terms, renewable annually upon approval by the Pastor.

### Committee Liaison

The Committee will be supported by a clergy representative appointed by the Pastor to provide formation and guidance to the Committee and the Committee Chair, and to serve as a liaison between the Committee and the Pastor.

### Meeting Schedule and Reporting

The Stewardship Committee will meet monthly to:

- Provide ongoing formation and training of committee members in the areas of stewardship and parishioner engagement.
- Establish goals and plans for achieving parish stewardship objectives.
- Initiate strategies to reach stewardship goals and objectives.
- Report progress made by the committee.

Notes and minutes of each Committee Meeting shall be shared with the Pastor and the Committee Liaison within seven days of each meeting.

Interested in becoming a member of the Stewardship Committee? Complete an online application at:

<https://tinyurl.com/StJoeStew>

Applications must be submitted by Friday, January 4, 2019. Applicants will be notified of their selection status in mid-January.