Parish Development Team Job Description

A standing committee reporting to the rector and vestry. Membership is by invitation of the committee chair, who is appointed by the rector. The rector is an integral member of the team but may delegate specific tasks to the chair or other members.

The team provides strategic oversight and implementation of parish development projects aimed at nurturing the three primary purposes of a parish church: the worship of God, the formation of members as instruments of God's love, and the development of the parish as a responsible, sanctifying presence with identified external communities.

The team will respond to priorities raised by the parish community, the vestry, the rector, and committee members, and identify a limited number of initiatives to work on during a specific period of time. The rector approves all initiatives. The team will work to ensure that its efforts complement vestry initiatives and, if the team's projects come into conflict with vestry actions, the chair will take prompt steps to resolve the conflict collaboratively.

Team member qualifications:

- Regular attendance at worship.
- Pledging member in good standing.
- Willingness to meet regularly to determine priorities and implement projects. Frequency of meetings will vary but will typically be at least once a month, either in person or over Zoom, and with email exchanges in the interim to check in with one another and assess progress.
- Design and facilitate all-parish meetings (four per year) that support the three primary purposes of a parish church. Committee members will also attend the meetings.
- Six month minimum commitment.
- Completion of some assigned reading to develop basic familiarity with parish development theory and methods.
- Willingness to use the meeting norms, processes, and methods offered by the chair; openness to learning how to use them independently.
- Ability to follow through on tasks and to "let your yes be yes, and your no be no."
- Willingness to work on communication skills and to develop capacity for different leadership styles, methods of managing conflict, and ways of facilitating meetings and gathering data.
- Understanding and acceptance of the canonical roles of the rector and vestry, and willingness to act within the limits of the team's mandate.